COVID-19 Kit 51 Components

- After kit receipt
  - Take ice pack out and place in freezer
  - Viral transport media can be stored at room temp. or refrigerated

*Note:* It’s acceptable to keep kit at room temp except ice pack (freezer) until used
NP/OP Collection

- Use only synthetic fiber swabs with plastic shafts.
  - Do not use calcium alginate swabs or swabs with wooden shafts, as they may contain substances that inactivate some viruses and inhibit PCR testing.

- Nasopharyngeal swab: Insert a swab into the nostril parallel to the palate. Leave the swab in place for a few seconds to absorb secretions

- Oropharyngeal swab (e.g., throat swab): Swab the posterior pharynx, avoiding the tongue

- After collection, place swabs immediately into sterile tubes containing 2-3 ml of viral transport media (i.e. VTM, M4).
  - NP and OP specimens may be kept in separate vials or combined into a single vial.

Packaging VTM Specimens

- Acceptable Specimens
  - NP Swabs & OP Swabs

- Packaging
  - Label each tube with: Patient name, Date of Birth, & Source i.e. NP/OP
  - NOTE: NP & OP swabs can both be placed in same VTM tube
  - Place VTM tube (tightly cap) in plastic bag with absorbent material square
  - Place sample(s) in 95kPa bag
Sputum Collection

- Have the patient rinse the mouth with water
- Next have patient expectorate deep cough sputum directly into a sterile, leak-proof, screw-cap sputum collection cup or sterile dry container.
  - Note: Sub-optimal samples will be rejected (if not from deep cough collection)
- Sputum (sputum can be collected in a variety of sterile containers
  - Sterile urine cup or 50ml conical tube
  - Note: Collection containers not provided in kit.

Packaging Sputum Specimens

- Acceptable Specimens
  - Sputum
- Packaging
  - Label container with:
    - Patient name, Date of Birth, & Source i.e. Sputum
  - Place sputum container inside the 95kPa bag with absorbent material square & VTM tubes.
Bronchoalveolar Lavage or Tracheal Aspirate

- Collect 2-3 mL of sample into a sterile, leak-proof, screw-cap sterile collection cup or sterile dry container.
- Package the same way as you would a sputum sample.

- Complete State of Michigan Test Req Form DCH-0583
- Select "Other" in the "Tests that require MDHHS approval" section of the form and write in COVID-19
- Include PUI number in section 8 on back of form
Complete all areas highlighted on the top portion of the form.

Indicate source in highlighted area.
Check “Other” Box and write in: COVID-19
Packaging samples cont.

- Place frozen ice pack inside styrofoam insert within the box
- Place 95kPa bag with samples on top of frozen ice pack in box

Packaging samples cont.

- Place styrofoam lid on top
- Place completed State of Michigan Laboratory Test Requisition on top of styrofoam lid
Shipping Options

- Courier transport to BOL
  - Use Address label in kit # 51 with address: 3350 North Martin Luther King Jr. Blvd., Lansing

- UPS (if courier is unavailable) **Monday-Thursday only**
  - Use UPS label included in kit # 51 with address: 927 Terminal Rd (our warehouse address)

- UPS (if courier is unavailable) **Friday only**
  - Call the lab to have Friday overnight UPS label faxed to you
  - Contact (517) 335-8059

- **Weekend Delivery:** Use your facility courier or refrigerate sample for Monday delivery
  
  Urgent requests call: Dr. Riner at (517) 230-7828

Shipping with Courier-Outer Box

- Close box and tape with packing tape.
- Place address label on top of sealed box
  - Fill in your name and facility address on label
- Place UN3373 Category B label on side of outer box
- Write **full name and phone number with area code of** Responsible Person from your facility on Top of box
- Place “refrigerate” yellow label on box
UPS Shipping - Monday - Friday ONLY

- Close box and tape with packing tape.
- Place UPS label on top of sealed box
- Place UN3373 Category B label on side of outer box
- Write full name and phone number with area code of Responsible Person from your facility on top of box
- Place “refrigerate” yellow label on box

Questions?

For questions regarding COVID-19 testing, contact:
Dr. Diana Riner
Virology Section Manager, MDHHS Bureau of Laboratories
rinerd@michigan.gov  517-335-8099

For questions for COVID-19 packaging:
Shannon Sharp
Bioterrorism Training Coordinator, MDHHS Bureau of Laboratories
sharps1@michigan.gov  Office: 517-335-9653; cell (517) 331-7356

Matt Bashore
Supervisor DASH Unit, MDHHS Bureau of Laboratories
bashorem@michigan.gov  Office: 517-335-8059; cell: 517-648-9804