Specimen Packaging (WSLH Kit # 18 or equivalent):
- Triple package as “Biological substance, Category B / UN 3373” if classified as Category B.
- Securely tape the cap of the specimen container, wrap specimen with absorbent material; place the specimen vial into a biohazard bag; place the completed requisition form into the outer pocket of the bag.
- Place the bagged specimen and form in the styrofoam mailer with a frozen kool-pak and cushioning.
- Replace lid on the styrofoam/cardboard box; close and securely tape the cardboard box shut.
- Attach the WSLH address label to the package:
  Wisconsin State Lab of Hygiene
  Specimen Receiving, Communicable Disease Division
  2601 Agriculture Drive
  Madison, WI 53718
- Attach the "Biological substance, Category B / UN 3373" label to the package.
- Attach your return address label
  Include the name and telephone number of the person who knows the content of the package (requirement) with the return address

Specimen Collection & Shipping Supplies:
- Specimen collection and shipping supplies are available at no cost to surveillance sites. Please contact the WSLH Clinical Orders dept. at 800-862-1088 or email HMspecimenreceivingclinicalordersstaff@slh.wisc.edu to order supplies.

Shipping Arrangements:
- The WSLH has a contract with GOLD CROSS for shipment of specimens to the WSLH, with charges billed to the WSLH. **You are not required to ship via GOLD CROSS unless you wish to have the transport charges billed to the WSLH.**
- Specimens will be picked up during regular working hours, but you must confirm the time with the GOLD CROSS scheduler.
- Specimens will be delivered to the WSLH the following day. **If you must ship on Fridays or on the day before a holiday, please include an extra coolant.**
- All package preparation should be completed before the courier arrives.
- Contact GOLD CROSS directly to arrange for a pick-up
  CALL: 800-990-9668
  Website: [http://goldcrosscourier.com/](http://goldcrosscourier.com/)

Same day delivery may be available for specific high priority specimens. However, pre-approval from WSLH is necessary.

**NOTE:** THIS ACCOUNT IS FOR SURVEILLANCE SPECIMENS OR OTHERS REQUESTED BY WSLH. Funding is NOT available for transport of other samples.