Prior to Collection

- **Do not replace kit components.** Alternative materials damage instrumentation and invalidate testing.
- Collection guidance is available on the CDC COVID-19 website under Resources for Laboratories.

Sample Packaging

1. Following collection, place the swab into the tube.
2. Break swab to fit into the tube.
3. Tightly seal the cap. **Leaking samples cannot be tested.**
4. Label the tube with patient name and date of birth.
5. Place the sealed tube and absorbent pad into the biohazard bag.
6. Place the Test Request Form in the **outside pocket** of the biohazard bag. For infection control, do not place the form inside the bag or staple to the outside of the bag.
7. If sending multiple samples, place all packaged samples into a larger bag or box.
8. Immediately refrigerate the specimen at 2 – 8°C.

Package Labeling

Label the outer-most packaging with
1) “COVID-19”, 2) From: Your facility name, 3) To: SHL

Delivery

Samples may be delivered to SHL via CDS courier, shipped by UPS or FedEx overnight, or in person during business hours. Visit [https://covidtesting.shl.uiowa.edu/](https://covidtesting.shl.uiowa.edu/) > Specimen Delivery for details.

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**Healthcare Providers: Order tests online!**

[https://covidtesting.shl.uiowa.edu/](https://covidtesting.shl.uiowa.edu/)

*First time user? Select “Request Access”*