

How to collect COVID-19 specimens using the NCSLPH collection kit

Keep the viral transport medium (VTM) refrigerated at 2 - 8°C until ready to use.

Wear appropriate PPE and collect a nasopharyngeal (NP) swab:

Insert swab into nostril parallel to the palate until resistance is met.

Leave in place a few seconds then slowly remove swab while rotating.

Place swab tip in the vial of VTM, aseptically cut off excess shaft, securely cap vial.

Fill out specimen label with data shown on right and place directly on the vial of VTM.

Do NOT put the label on the plastic conical tube, it is just used for transport.

Place vial back inside the conical tube between the padding, then seal inside plastic bag.

Fill out the COVID-19 Form completely for each specimen.

The form cannot go in the small plastic bag with the specimen, in case of leaks.

Refrigerate specimen at 2 - 8°C until ready to ship.

Freeze at -70°C if storing over 72 hours and ship those specimens on dry ice, following IATA regulations. Otherwise, follow shipping guidance below.



How to send large numbers of specimens back using the foam coolers

Pack with sufficient cold packs to keep the specimens cold in transit.

The NCSLPH also decontaminates and reuses the cold packs, so please return them.

Physically pair each completed form with its specimen.

Slide a few bagged specimens and their forms inside one of the large ziploc bags provided. Repeat this process for all of the specimens.

Seal the cooler well with clear packing tape. Remove any former shipping labels and label for shipment.

Cut out the printed UN3373 Category B label and tape to the side of the cooler.

Transport to NCSLPH by one of two methods: **The State Courier cannot ship COVID-19 specimens.**

1. Overnight by UPS, printing a prepaid label using our Complete View Returns account.

2. Hand deliver to our loading dock from 8am - 5pm Mon. - Fri., 8am - 12pm Sat. & Sun.

Call us at 919-733-3937 or email us at slph.covid19@dhhs.nc.gov if you have questions.