



## Specimen Collection, Packaging and Transport Guidelines for 2019 novel Coronavirus (2019-nCoV)

<b>Title: Specimen Collection, Packaging and Transport Guidelines for 2019 Novel Coronavirus (2019-nCoV)</b>			SOP number: ICMR-NIV/2019-nCoV/Specimens_02 Prepared by: Dr. Y.K. Gurav      Date: 25/01/2020 Reviewed by: Dr. V. Potdar      Date: 25/01/2020 Approved by: Dr. P. Abraham      Date: 25/01/2020																																									
<b>Scope:</b> To be used by the Government health authorities/ hospitals/ clinicians/ laboratories planning to collect appropriate clinical samples as indicated for diagnosis of 2019-nCoV.																																												
<b>Purpose:</b> This document describes the information for collection, packaging and transport of clinical specimens to Influenza group at ICMR-National Institute of Virology (NIV), Pune, Maharashtra for diagnosis of 2019 Novel Coronavirus (2019-nCoV)																																												
<b>Responsibilities:</b> <ul style="list-style-type: none"><li>• The clinician should decide necessity for collection of clinical specimens for laboratory testing of 2019-nCoV only after following the case definition as given by the health authorities, Government of India.</li><li>• Appropriate clinical sample need to be collected by laboratory personnel/ health care worker trained in specimen collection in presence of clinician.</li><li>• By following all biosafety precautions and using personal protective equipment’s (PPEs), clinical samples need to be sent to designated laboratory (ICMR-NIV, Pune) by following standard triple packaging.</li></ul>																																												
<b>Selection of patient:</b> Any person who presents with Severe Acute Respiratory Illness (SARI), AND any one of the following i.e. a history of travel from Wuhan, China in the 14 days prior to symptoms onset; disease in healthcare worker working in an environment of SARI patients; unusual or unexpected clinical course, especially sudden deterioration despite appropriate treatment; should be urgently investigated. Updated case definition need to be followed as per MOHFW, Govt of India which is available on the website <a href="http://www.mohfw.gov.in">www.mohfw.gov.in</a>																																												
<b>Specimen collection details:</b> (Adapted from the WHO guidelines on 2019-nCoV):																																												
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<i>*For transport of samples for viral detection, use VTM (viral transport medium) containing antifungal and antibiotic supplements. Avoid repeated freezing and thawing of specimens. # Priority specimens . Other specimens need to be sent as per the clinical condition of the patient</i>																																												
<b>Specimen labelling and processing:</b> <ul style="list-style-type: none"><li>• Personal protective equipment’s (apron, hand gloves, face shield, N95 Masks etc.) need to be used and all biosafety precautions should be followed so as to protect individuals and the environment.</li><li>• Proper labelling (name/age/gender/specimen ID) need to be done on specimen container and other details of sender (name/address/phone number) on the outer container by mentioning “To be tested for 2019-nCoV”</li><li>• For any queries, the nodal officer from ICMR-NIV Pune (Dr Yogesh K. Gurav, Scientist E) may be contacted (Phone 020-26006290/ 26006390; Email: <a href="mailto:gurav.yk@gmail.com">gurav.yk@gmail.com</a>/<a href="mailto:gurav.yk@gov.in">gurav.yk@gov.in</a>) and need to be informed in advance before sending specimens to ICMR-NIV, Pune.</li></ul>																																												

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Requirements for Clinical Samples Collection, Packaging and Transport			
<b>1. Sample vials and Virus Transport Medium (VTM)</b> 	<b>2. Adsorbent material (cotton, tissue paper), paraffin, seizer, cello tape</b> 	<b>3. A leak-proof secondary container (e.g., ziplock pouch, cryobox, 50 mL centrifuge tube, plastic container)</b> 	
<b>4. Hard-frozen Gel Packs</b> 	<b>5. A suitable outer container (e.g., thermocol box, ice-box, hard-board box) (minimum dimensions: 10 x 10 x 10 cm)</b> 		
Procedure for Specimen Packaging and Transport			
<b>1. Use PPE while handling specimen</b> 	<b>2. Seal the neck of the sample vials using paraffin</b> 	<b>3. Cover the sample vials using absorbent material</b> 	<b>4. Arrange primary container (vial) in secondary container</b> 
<b>5. Placing the centrifuge tube inside a zip-lock pouch</b> 	<b>6. Placing the zip-lock pouch inside a sturdy plastic container and seal the neck of the container</b> 	<b>Note:</b> Sample vials can also be placed inside a zip-lock pouch, covered in absorbent material and secured by heat-sealing or rubber bands. Then, the zip-lock pouch should be placed inside another plastic pouch and secured	
<b>7. Using a hard card-board box as an outer container and placing the secondary container and the gel packs</b> 	<b>8. Placing the completed Specimen Referral Form (available on <a href="http://www.niv.co.in">www.niv.co.in</a>) and request letter inside a leak-proof, zip-lock pouch</b> 	<b>9. Securing the zip-lock pouch with the Specimen Referral Form on the outer container</b> 	<b>10. Attaching the labels:</b> <ul style="list-style-type: none"> <li>• Senders' address, contact number; Consignee's address/contact number;</li> <li>• Biological substance-Category B;</li> <li>• 'UN 3373'; Orientation label, Handle with care</li> </ul> 
<b>Documents to accompany:</b> 1) Packaging list/proforma Invoice 2) Air way bill (for air transport) (to be prepared by sender or shipper) 3) Value equivalence document (for road/rail/sea transport) [ Note: 1. A vaccine-carrier/ice-box can also be used as an outer container 2. The minimum dimensions of the outer container should be 10 x 10 x 10 cm (length x width x height)]			
<b>Routing of samples:</b> <ul style="list-style-type: none"> <li>• Clinical specimens, official documents and Specimen request forms for testing of 2019-nCoV need to be sent to the ICMR-NIV address (The Director, ICMR-National Institute of Virology, 20-A, Dr Ambedkar Road, Pune, Maharashtra, Pin: 411001).</li> <li>• For shipment-related queries/information, kindly contact Dr Sumit Bharadwaj (Scientist B, Influenza Group) on email: <a href="mailto:sumitduttbhardwaj@gmail.com">sumitduttbhardwaj@gmail.com</a>, phone 020-26006290/26006390</li> </ul>			