

HAGYARD LABORATORY SUBMISSION GUIDELINES

Routine Blood Samples

1. See “*Lab Testing Summary*” for appropriate tube collection and special instructions.
2. Label **each** specimen with
 - a. **Patient name**
 - b. **Doctor**
 - c. **Test requested**
 - d. **Farm/owner and date**
 - e. **Cytology and fluid analysis should be labeled with sample type and site.**
3. Routine blood sample(s) not suspected of containing infectious pathogens may be shipped as “**Exempt Animal Specimen**”. If sample(s) are suspected of having a pathogen, the sample should be sent as “**Category B, UN3373**”.

Microbiology Samples

1. See “*Lab Testing Summary*” for appropriate swab, collection container, and special instructions.
2. Label **each** specimen with
 - a. **Patient name**
 - b. **Doctor**
 - c. **Test requested**
 - d. **Farm/owner and date**
 - e. **Body fluids and wound’s should be labeled with sample type and site.**
3. Routine cultures in a culturette can be sent as “**Exempt Animal Specimen**”.
4. Culture plates, broths or samples that have growth of organism(s), must be sent as “**Category B, UN3373**”.

PCR Samples

1. See “*Lab Testing Summary*” for appropriate sample type, tube and container for test(s) ordered. Specimen for PCR testing should remain refrigerated and be shipped with an ice pack to preserve specimen integrity.
2. Label **each** specimen with
 - a. **Patient name**
 - b. **Doctor**
 - c. **Test requested**
 - d. **Farm/owner and date**
 - e. **Body fluids and wound’s should be labeled with sample type and site.**
3. Send sample as a “**Category B-UN3373**”.

Exempt Animal Specimen – Specimens with minimal likelihood of containing infectious pathogens based on clinical history, symptoms, and local endemic conditions.

Category B, UN3373 Specimen – Specimen known to contain or reasonably expected to contain pathogens classified as Category B. The proper shipping name of UN 3373 is “BIOLOGICAL SUBSTANCE, CATEGORY B”.

Packaging & Shipping

Packaging and shipping of clinical specimens (Exempt or Category B) should be done in accordance with the IATA (International Air Transport Association) regulations. These guidelines help ensure personnel safety and specimen integrity during transport

Please visit the following websites for proper packaging and shipping of Exempt Animal Specimens and Biological Substance, Category B, UN3373

- <https://www.iata.org/whatwedo/cargo/dgr/Documents/packing-instruction-650-DGR56-en.pdf>
- <https://www.iata.org/whatwedo/cargo/dgr/Documents/infectious-substance-classification-DGR56-en.pdf>
- http://www.fedex.com/us/packaging/guides/Clinical_fxcom.pdf

Prepaid Shipping Labels – Conditions and Restrictions

Prepaid Priority Overnight FedEx shipping labels are available at a discounted price for our clients. To place an order, visit our website, <https://www.hagyard.com/>. Download the form and email hdmlab@hagyard.com, or call (859) 259-3685.

Use of Recycled Boxes:

- New shipping boxes are recommended.
- If recycled boxes are used, all previous labels and markings must be removed.
- Only the current prepaid shipping label should remain visible.

Use of labels:

- Prepaid shipping labels are intended only for non-hazardous specimen shipments to Hagyard Laboratory.

FedEx Pick-up:

- Contact FedEx directly to schedule package pickup if needed.
- Hagyard Laboratory cannot schedule courier pickups
- FedEx: 1-800-GO-FedEx



Hagyard-Davidson-McGee Since 1876

**Hagyard-Davidson-McGee
Associates, PLLC**

4250 Iron Works Pike
Lexington, Kentucky
40511-8412
Laboratory (859) 259-3685
email: hdmlab@hagyard.com

Saturday Deliveries

- Friday shipments requiring Saturday delivery must use a FedEx Saturday Priority Overnight Label.

Return Address:

- Please include the shipper's address on the prepaid label.
- Hagyard Laboratory is not responsible for delays caused by missing or incomplete information.

Weight Limit:

- Each prepaid shipping label includes a 5 lb shipment limit.
- Additional charges may apply for packages exceeding 5 lbs.

Other Courier Services:

Samples shipped through other courier services or the mail should be addressed to:

**Hagyard Laboratory
4250 Ironworks Pike
Lexington, KY 40511**