



## Packaging Clinical Samples

Follow these instructions for packaging, marking, and labeling clinical samples for shipment via FedEx Express® services.



## Requirements for Clinical Samples

This guide outlines the requirements for shipping with FedEx Express. In addition, all shipments must comply with all applicable local, state, and federal laws governing packing, marking, and labeling. Blood, urine, fluids, and other specimens containing or suspected of containing infectious substances must be shipped according to applicable government, International Air Transport Association (IATA), and International Civil Aviation Organization (ICAO) regulations.

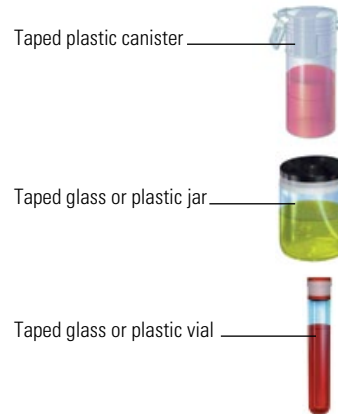
For the purposes of this guide, clinical samples are generally defined as non-infectious human or animal materials including, but not limited to, excreta, secretions, tissue and tissue fluids, blood, and FDA-approved pharmaceuticals that are blood products.

## General Packaging Requirements

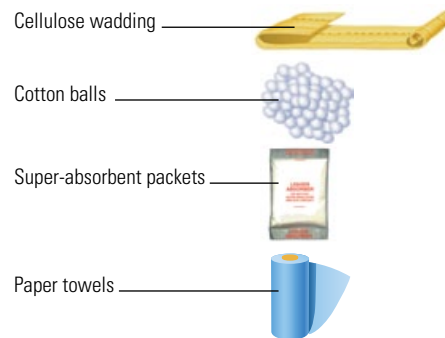
For liquid clinical samples, you must include four layers of packaging:

- 1. Primary watertight inner receptacle.** Use watertight containers for liquid specimens with a positive closure such as a screw-on, snap-on, or push-on lid, taped for an additional seal. If you place multiple fragile primary receptacles in a single secondary receptacle, they must be individually wrapped or separated to prevent contact between them.
- 2. Absorbent material.** Place absorbent material between the primary and secondary receptacles, using enough material to absorb the entire contents of all primary receptacles. Acceptable absorbent materials include cellulose wadding, cotton balls, super-absorbent packets, and paper towels.
- 3. Secondary watertight inner receptacle.** Use a watertight sealed plastic bag, plastic canister, or screw-cap can.
- 4. Sturdy outer packaging.** Use rigid outer packaging constructed of corrugated fiberboard, wood, metal, plastic, or other equally strong material, including cylinders made of such materials and appropriately sized for the contents. Chipboard or paperboard boxes are unacceptable outer packaging. The completed packaging must be of good quality, strong enough to withstand the normal rigors of transportation without loss of contents as a result of vibration, changes in temperature, humidity, or pressure.

### Acceptable Primary Watertight Receptacles



### Acceptable Absorbent Materials



### Acceptable Secondary Watertight Receptacles



## Additional Packaging Requirements for Non-Infectious Clinical Samples

To ensure safe delivery of your clinical sample shipments, we provide these additional guidelines.

### Liquid Clinical Sample Marking Requirements

Include a marking on the package that properly identifies the shipment as “Exempt Human Specimen” or “Exempt Animal Specimen” as appropriate to comply with current IATA and ICAO regulations. If you prefer, package markings may be in the form of a label.

### Dried Samples

While non-infectious samples of dried blood, tissue, saliva, and hair are not dangerous goods and are not required to meet dangerous goods regulations, they do require special packaging that meets FedEx Express guidelines. Dried samples, including but not limited to hair, swabs, or dried blood, must be placed into a sealed paper or plastic envelope and then into a 6" x 8" or larger mailing envelope or pak. Samples on glass or plastic slides must be cushioned and packaged in a sturdy outer container.

**Note:** If the dried sample is placed in a receptacle with a liquid preservative, then the minimum packaging standards for liquids must be followed.

### FedEx Clinical Packaging Options

For your convenience, we offer the FedEx® Clinical Pak, the FedEx® Medium Clinical Box, and the FedEx® Large Clinical Box as packaging options for exempt clinical-sample shipments. We recommend the FedEx Clinical Pak for use when the sturdy outer packaging of your properly packaged shipment is smaller than 7" x 4" x 2" (minimum acceptable size).

To help ensure the timely delivery of your shipment and the safety of shipments exposed to yours, our clinical paks and boxes help your clinical shipments stand apart from other shipments. Previous FedEx Clinical Paks were made of plastics with a resin identification code of “7.” If you still have unused paks with this identification code, contact your local municipality to determine the best way to recycle any unused packaging.

To order the FedEx Clinical Pak, go to [fedex.com](https://www.fedex.com) or call 1.800.GoFedEx 1.800.463.3339.

#### FedEx Clinical Pak



#### FedEx Medium Clinical Box, FedEx Large Clinical Box



### Packaging Restrictions for Clinical Paks and Boxes

- Plastic bags and paper envelopes are unacceptable outer containers.
- The FedEx Clinical Pak is an overwrap primarily designed for easy identification and to handle smaller completed packages. The general packaging requirements outlined on page 28 must be met.
- The FedEx® Envelope, FedEx® Tube, FedEx Pak®, FedEx® Padded Pak, FedEx® UN 3373 Pak, and FedEx boxes (other than FedEx clinical boxes), including FedEx brown packaging offered at FedEx shipping locations, are not acceptable as outer containers for clinical samples.
- The FedEx Clinical Pak can only be used to ship clinical samples. If you need an overwrap for shipments containing Biological Substance, Category B (UN 3373) materials, use the FedEx UN 3373 Pak and package your shipments according to IATA and ICAO regulations.
- The FedEx Clinical Pak must not be used to ship dried samples unless the dried samples are packaged following the requirements for liquid samples.

- Shipments marked or labeled 6.2 (infectious materials) and shipments containing dry ice cannot be shipped in a FedEx Clinical Pak.

If you have questions about whether your shipments require a biohazard label, consult the Occupational Safety and Health Administration (OSHA) for the applicable regulations.

**NOTE:** You may drop off properly packaged liquid clinical samples in most FedEx Express drop boxes in the U.S. and Puerto Rico.

- FedEx Office® Print and Ship Center locations accept FedEx clinical shipments that are not classified as Biological Substance, Category B (UN 3373).
- FedEx World Service Center® locations accept non-infectious clinical shipments, as well as shipments classified as Biological Substance, Category B (UN 3373).
- FedEx Authorized ShipCenter® locations and FedEx ShipSite® (OfficeMax) locations do not accept clinical or UN 3373 shipments.

For more information, go to **fedex.com** or call 1.800.GoFedEx 1.800.463.3339 to be directed to a FedEx location equipped to handle these shipments.

## FedEx Package Evaluation Services

We offer free package evaluation services, and we encourage you to submit a sample of your clinical packaging for evaluation.

### Clinical Packaging Evaluation Request Guidelines

Follow these steps for submitting your packaging for evaluation. An active FedEx account number is required. You and your FedEx account executive should expect evaluation results via email in approximately five to seven business days from FedEx Packaging Services' receipt of your packaging.

1. Obtain a FedEx Packaging Test Application at **fedex.com/packaging** or by contacting FedEx

Packaging Services at [packagingservices@fedex.com](mailto:packagingservices@fedex.com) or 1.800.633.7019.

2. Complete and sign your application, referencing the name of your FedEx account executive on the form.
3. Prepare a sample package including all the components in the exact configuration you intend to ship. Do not include any specimen(s). Indicate "Non-Hazardous Content" on the samples and on the sample outer box.
4. Place your completed application, any pertinent product documentation, and your sample clinical package labeled "Evaluate This Package" along with any necessary cushioning material in a sturdy outer container marked "Overpacked/Clinical Sample Inside."
5. Send your shipment to the address indicated on the FedEx Packaging Test Application.

## Contacts and Resources

- *How to Pack* guidelines at **fedex.com/packaging**.
- FedEx Dangerous Goods/Hazardous Materials Hotline, 1.800.GoFedEx 1.800.463.3339; press "81" or say "dangerous goods."
- FedEx Dangerous Goods seminars and job aid at **fedex.com/us/service-guide/our-services/dangerous-goods-hazmat/index.html**.

### NOTICE:

**FedEx Express will refuse to accept packages that do not meet FedEx Express, government, or IATA and ICAO requirements. This brochure is in no way intended to replace requirements mandated by 49CFR and IATA. This is for informational purposes only.**

Tyvek is a registered trademark of E.I. Du Pont De Nemours and Company.

**NOTICE:** This packaging brochure is provided to FedEx customers to help reduce loss or damage due to improper packaging. It is NOT intended to be a comprehensive guide for packaging items we accept for transit. We make no warranties, expressed or implied, regarding this information. Proper packaging is the sole responsibility of the shipper. For more information and comprehensive guidelines, contact the FedEx Dangerous Goods/Hazardous Materials Hotline at 1.800.GoFedEx 1.800.463.3339; press "81" or say "dangerous goods." (Outside the U.S., request to speak to a dangerous goods representative.) Refer to the current FedEx Service Guide for terms, conditions, and limitations applicable to FedEx® delivery services.

© 2012 FedEx. All rights reserved.