



West AR Lab Network West Regional Laboratory Guidance for Rectal Swab Collection for CPO Colonization or Target Surveillance Screening

Rectal Swab Collection and Shipment

Equipment and Materials

Follow these instructions for sample collection and shipping exactly, whether you use your own collection kit or one from the West AR Lab Network Regional Lab. Specimens must be collected correctly and they must arrive at the West AR Lab Network Regional Lab Monday – Saturday. Swabs must be tested within 7 days of collection, testing occurs Monday – Friday.

Request a specimen collection kit by emailing the West AR Lab Network Regional Lab at ARLN@doh.wa.gov.

Shipping materials

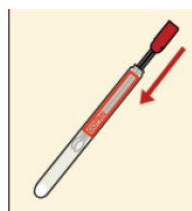
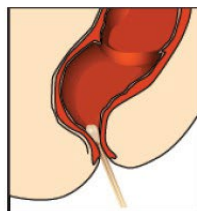
- Category B Rated Cardboard Box
- Clear, sealable biohazard specimen transport bag with absorbent paper inside
- 95 kPa compliant biohazard specimen transport bag
- Contents sheet in sealable, plastic bag
- **(Optional)** Frozen Cold Packs (not dry ice) may be used if samples are shipped with other sample types (*Candida auris*) requiring cold shipment conditions

Specimen collection materials

- Transystem Liquid Stuart dual plastic applicators rayon tipped (Copan Italia SPA, Brescia, Italy) Catalog# 900-0370

Rectal Swab Collection Procedure

1. Before beginning the sample collection, perform hand hygiene and put on the appropriate personal protective equipment (PPE) as indicated by the patient's clinical care team (e.g., gloves, gown, mask).
2. Open the swab package at the point marked "Peel Here".
3. Remove the white cap from the transport tube and discard it.
4. Pull the swab from its package, being careful not to touch the soft tip. Discard the packaging.
5. Collect the specimen by carefully inserting both swab tips approximately 1 cm beyond the anal sphincter and rotating gently, 2-3 times. Please reference the diagrams below to ensure proper collection.



Acceptable

Unacceptable



6. Place the applicator swab in the transport tube. **Secure the red cap to the transport tube firmly.**
7. Use Parafilm provided in the kit to seal the top of the tube. Peel off the wax paper backing from the Parafilm.

Lightly stretch and firmly wrap the strip around the top where the white cap meets the tube. Do not use tape to seal the tube.

8. Either write the specimen information including **two patient identifiers** (e.g., name and DOB) on the tube label or apply a patient identification label.
9. **Ship samples immediately to the West AR Lab Network Regional Lab.** Follow the full packaging and shipping instructions on the next page. **Patient swabs must be received and tested within 7 days of collection.** If you cannot prevent a delay in shipment, refrigerate the swabs at 4°C or store them at room temperature until they can be shipped.

How to Ship Swabs to the Lab

Follow these instructions to use the primary, secondary, and outer packaging correctly. Reference the diagram on the right.

- **Primary packaging:** The Transystem collection tube
- **Secondary packaging:** Sealable, clear, plastic biohazard specimen bag with absorbent paper within. The biohazard bag is then placed within a 95kPa compliant biohazard specimen transport bag.
- **Outer packaging:** Category B rated cardboard shipping box

Follow steps 1-9 exactly:

1. Check to make sure each collection tube has been firmly sealed with Parafilm and appropriately labeled with 2 patient identifiers (e.g., name and DOB).
2. Place one tube into each clear plastic biohazard specimen bag with an absorbent paper. Firmly seal the biohazard specimen bag.
3. Place the completed requisition form in the unsealed, front pocket of the sealed biohazard bag. (Note: Do not include any paperwork inside the sealed portion of biohazard transport bags.)
4. Place the sealed biohazard bags in a 95kPa compliant biohazard specimen transport bag. (Note: You can place multiple biohazard bags within the 95kPa bag, but do not overfill it.) Firmly seal the 95kPa bag.
5. Complete the contents sheet and place it between the 95kPa bag and the Category B rated cardboard shipping box.
 - The contents sheet is half a page. Please complete all fields: test name, total number of specimens, collection facility name, and collection facility state.
6. **If you are only shipping targeted surveillance screening swabs, skip to step 7.**
If you are shipping with other specimen types that require cold shipment (*Candida auris*), place frozen cold packs into the Category B compliant shipping box, followed by the filled and sealed 95kPa bag.
 - Make sure the frozen cold packs are properly sealed so they don't leak and damage the shipping box.
 - For extra caution, you can place frozen cold packs and samples inside a Styrofoam box within the cardboard box.
7. Close the shipping box and seal it shut. Place the shipping label and UN 3373 Biological Substance, Category B sticker on the outside of box (if it's not present already).
8. Attach the FedEx label to the outside of the box. Complete the emergency contact sticker found on the outside of the shipping box.
9. **Ship immediately to the West AR Lab Network Regional Lab.** It is essential to send specimens to the lab quickly so they can be processed correctly. **Patient swabs must be received and tested within 7 days of collection.** If you cannot prevent a delay in shipment, refrigerate the swabs at 4°C or store them at room temperature until they can be shipped.

