

## SUMMARY SHEET FOR COLLECTION AND SHIPPING OF SAMPLES TO NYSDOH WADSWORTH CENTER BIODEFENSE LABORATORY

**These guidelines are intended for samples collected throughout New York State, other than New York City.**

In New York City, the New York City Department of Health and Mental Hygiene (NYCDOHMH) should be consulted for guidance on clinical assessment, the need for laboratory testing and collection and transport protocols. NYCDOHMH numbers: Suspected Smallpox Cases: (212) 788-9830 (Business Hours), (212) 764-7667 or 1-800-222-1222 (After Hours) - Adverse Events of Vaccination 1-866-NYC-DOH1 (Business or After Hours).

**Please read the accompanying guidelines carefully, including collection and shipping instructions.  
Ensure gel packs are frozen at -20°C**

### **Smallpox vaccination adverse events**

- Report all serious adverse events to local health department (LHD).
- Contact LHD to determine if laboratory testing is necessary.

### **Acute, generalized vesicular or pustular rash (i.e. suspect smallpox case)**

- LHD must be contacted immediately if patient meets CDC moderate or high-risk smallpox criteria. Arrange infectious disease and/or dermatology consult.
- LHD does not need to be contacted for a low risk case unless a consultation is desired.

### **Sample collection for Smallpox Vaccination Adverse Event and Moderate Risk Specimens only**

- Complete NYSDOH Wadsworth Center Unknown Rash Diagnostics Requisition Form
- Contact NYSDOH Wadsworth Center Biodefense Laboratory to indicate a sample will be shipped. Contact numbers: 518-474-4177 (business hours), duty officer 518-465-9720 (after hours)**
- Assemble personal protective equipment and sample collection materials.
- Label slides, tubes and Culturette swab holders.
- Collect lesion caps and vesicular/pustular material from three vesicles/pustules using instructions provided. Use both microscope slides and Culturette swabs for collecting vesicular/pustular material and collect lesion caps.
- Dispose of collection materials and personal protective equipment in red biohazard bags. Deposit needles, blades and sharps in sharps container.
- Wash hands thoroughly with soap.

### **Shipping instructions**

- Assemble shipping materials.
- Specimens from one patient only should be packaged together in a shipping container. Lesion caps are sent in screw-cap tubes, slides in the slide holder and swabs in the swab holder. Place all samples in Ziploc<sup>®</sup>-type biohazard bag and close tightly.
- Place Ziploc<sup>®</sup>-type bag with specimens in bottle. Cap bottle tightly. Place shipping bottle in secondary mailer.
- Place secondary mailer as well as two frozen gel packs, in large outer mailer with insulating foam insert. Place "Requisition Form" and "Itemized List of Contents" on top of insulating foam lid before closing outer box.
- Secure outer mailer with packing tape and attach appropriate labels.

**Important note: It is the shipper's responsibility to ensure that the correct packaging and labeling of shipping containers is performed. Containers and labels must meet the new IATA regulations for Packaging and Transport of Biological Specimens ([www.iata.org](http://www.iata.org)).**

### **Ship to:**

**Attention Dr. Nick Cirino, Room 3020, Biodefense Laboratory, Wadsworth Center, NYS Dept. of Health, 120 New Scotland Avenue, Albany, NY 12208.**