



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Public Health

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SCOTT M. SHONE, PhD, HCLD (ABB) • Laboratory Director, State
Laboratory of Public Health

Memo

To: Submitters of Clinical Specimens to the North Carolina State Laboratory of Public Health

From: Scott M. Shone, PhD, HCLD(ABB) – Laboratory Director

Date: June 1, 2021

Re: Revised NCSLPH specimen submission, packaging, and shipping policies

The North Carolina State Laboratory of Public Health (NCSLPH) is implementing changes to clinical specimen submission, packaging, and shipping procedures and policies. All submitters of clinical specimens will experience changes in the clinical specimen submission forms and clinical specimen handling guidance. Environmental specimen submission processes remain unchanged.

Effective June 7, 2021, clinical specimen acceptance criteria will change to reflect new temperature transport (cold vs. ambient) and time from collection to receipt at NCSLPH requirements. Appendix A in the updated [NCSLPH SCOPE: A Guide to Laboratory Services](#) document on the NCSLPH website reflects all revised specimen acceptance and shipping requirements. A new [NCSLPH Clinical Specimen Shipping Guide](#) summarizes temperature requirements and recommended packaging; however, it is critical for submitters to review the revised temperature and transport time standards in [SCOPE](#) as **specimens that do not meet these requirements will be rejected for testing.**

All clinical specimen submission forms have been updated to include specimen collection time. In addition, most forms are available in a fillable pdf format on the [NCSLPH Specimen Submittal Forms website](#). New forms can be downloaded and utilized immediately but must be used for all clinical specimen submissions to NCSLPH **no later than June 14, 2021**. Please ensure all old forms are destroyed and are not used after this date.

The changes to clinical specimen acceptance criteria and specimen submission forms reflect a quality improvement initiative to help assure that specimens received at NCSLPH meet all requirements to continue to produce accurate and reliable test results. If you have any questions, please contact the NCSLPH Customer Service team at 919-733-3937 or check the [NCSLPH website](#) for additional guidance documents.

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF PUBLIC HEALTH • STATE LABORATORY OF PUBLIC HEALTH

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