

Please ship with dry ice on a **Monday, Tuesday or Wednesday** via Priority Overnight delivery to our lab at:

**EOS BioAnalytics**

**Attn: Hill Lab**

**2955 South University Drive**

**Winton Scott #246**

**Fort Worth, TX 76129**

**Shipping Address**

* Transportation of biological samples must adhere to local and federal guidelines. You will need:
	+ - A bioshipper container, which is comprised of an insulated (typically styrofoam) inner container and a cardboard outer container.
			* Bioshipper containers can be purchased from research suppliers such as [**Fisher**](https://www.fishersci.com/shop/products/fisherbrand-speci-freez-insulated-shipper-3/p-150619)or [**Salimetrics**](https://salimetrics.com/product-category/saliva-collection-devices/boxes/).
		- Absorbent material (paper towel, newspaper, etc.) to line the inside of the shipping box.
		- Sample storage boxes, typically the cryostorage boxes that samples were stored in.
		- A large, resealable zipper biohazard bag.
			* This can be a plastic zipper bag with the biohazard label preprinted, or a commercial Ziploc bag with a biohazard sticker attached.
		- Dry ice.
		- A [**UN1845 label**](https://www.fedex.com/content/dam/fedex/us-united-states/services/Dry_Ice_Label.pdf), [**UN3373 label**](https://www.fedex.com/content/dam/fedex/us-united-states/services/UN3373_fxcom.pdf)\*, and biohazard label (pictured below).

**Shipping Materials**

Proper shipping practices are vital to quality results. Saliva, plasma, and serum are complex biological media that don’t like to hang out at the post office for extended periods of time. Failing to follow proper shipping protocols can easily result in data errors, wasting a lot of your time and money.

**Best Practices: Shipping Guidelines**



\*Note – Previously, saliva samples were classified as category B “exempt human specimens”, however, due to the current Covid-19 pandemic, saliva samples are now classified as a category B “biological substance” which is “potentially infectious” and must be shipped as such *unless* you are **positive** that all of the samples being shipped are negative for the virus.\*

**Important Note For Researchers**

Following the Eos BioAnalytics Saliva Collection Guidelines is crucial to ensure the highest quality sample. If you fail to comply with the collection, handling, storage, and shipping guidelines outlined here and in our Best Practices Guides, we cannot guarantee the quality of your results or the usability of your samples. In the event that we receive contaminated or otherwise compromised samples, a scientist from our research team will contact you to discuss analysis options.

\*\*Always check with your EHS (environmental health and safety) and IRB groups at your institution before collecting and/or shipping biological samples to ensure you have received proper trainings and are following all applicable local and federal rules and regulations.\*\*

1. Ensure individual sample tubes are completely closed and leak proof.
2. Place and organize frozen samples inside sample storage box(es).
3. Place sample storage box(es) inside a large Ziploc biohazard bag or a commercially available Ziploc bag with a biohazard label attached.
4. Line the biohazard bag with absorbent material for any potential spillage.
5. Place the biohazard bag inside the styrofoam cooler portion of the bioshipper, on dry ice.
	* More absorbent material **must** be placed between the biohazard bag and the dry ice to protect from any potential spills and to stabilize samples within the bioshipper.
	* Never let dry ice come in direct contact with the biohazard bag or samples.
6. Place more absorbent material on top of the biohazard bag. Place more dry ice on top of absorbent material, and close the styrofoam cooler with the lid.
	* **Do not** tape the Styrofoam lid down. The conversion of dry ice to carbon dioxide will cause an airtight container to expand or possibly explode.
	* Be careful not to break the styrofoam cooler or lid while packing.
7. Place the styrofoam cooler back in the outer cardboard bioshipper box and tape closed.
	* **Do not** make the cardboard box completely air-tight, due to the gas expansion. Taping up the box completely without any cracks for the release of gasses can make the box explode.
8. The bioshipper must be labeled with the following stickers:
	* [**Biological Substance Category B UN 3373**](https://www.fedex.com/content/dam/fedex/us-united-states/services/UN3373_fxcom.pdf)\*. Note: label size requirements.
	* [**Dry ice UN1845**](https://www.fedex.com/content/dam/fedex/us-united-states/services/Dry_Ice_Label.pdf). Note: box weight in kg must be written on this label.
	* Biohazard label
9. Additional information on sample shipping can be found [**here**](https://www.ups.com/us/en/help-center/packaging-and-supplies/special-care-shipments/hazardous-materials/biological-substances.page).

**Shipping Instructions**

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If you fail to comply with the collection, handling, storage, and shipping guidelines outlined here and in our best practices guide, we cannot guarantee the quality of your results or the usability of your samples.

Put the styrofoam container in the cardboard bioshipper box and attach the required labels. Do not tape the box completely, due to gas expansion.

Ship samples to Eos BioAnalytics on a Monday, Tuesday, or Wednesday via Priority Overnight Shipping.

Place another layer of absorbent material on top of the biohazard bag and cover with another layer of dry ice, being careful not to overfill the bioshipper.

Place the Styrofoam lid on top, but **do not** tape it down. Dry ice expands as it turns into CO2, which can cause airtight containers to expand or explode.

Line the styrofoam portion of a bioshipper container with a layer of dry ice.

Cover dry ice with a layer of absorbent material, and place biohazard bag with your samples on top. Never let dry ice come into direct contact with samples.

Line a biohazard ziploc bag with absorbent material (e.g., paper towels, newspaper) and place the sample storage box inside the bag.

Biohazard bags can be purchased with the biohazard logo preprinted, or commercial ziploc bags can be used with a biohazard sticker attached.

Organize clearly labeled samples in cryostorage box(es).

\*Note that transportation of biological samples must adhere to local and federal regulations. See our Best Practices: Shipping Guidelines for more information.

**Sample Shipping Guidelines**