**Microbiological Diagnostic Unit, Public Health Laboratory Sample collection and transport guidelines Record date: 11/04/2022**

**Request form requirements**

1. Patient request forms - A minimum of three identifiers must be provided on the request form (Patient name, date of birth, unique medical/lab record number)
2. Sample/specimen identifiers on samples and request forms must match each other

**Sample labelling requirements**:

1. Patient specimens - Minimum of two identifiers. (**patient name**, DOB (ideally) and/or unique medical record identifier)
2. Date of sample collection and sample source is essential.
3. Samples must be transported as per: **NPAAC Requirement for the packaging and Transport of pathology specimens and associated materials.**

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| **Test type** | **Sample type** | **Minimum amount** | **Container type** | **Special Instructions** | **Transport** | **Request form** |
| PCR for direct detection of selected bacterial pathogens   * *N. meningitides* * *S. pneumoniae* | Blood  CSF | 5ml  2ml  (0.5ml minimum) | Potassium EDTA or sodium citrate blood  CSF in sterile tube | Must arrive before 11am  Seal tubes with parafilm (or equivalent) to prevent leakage.  Place into a biohazard bag. | 4oC  Do not freeze | FM119  Human clinical |
| Bacterial Identification including Risk Group 3 pathogen/ SSBA confirmation. | Bacterial culture | Not applicable | Culture on agar plate or slope | Pure culture must be prepared from a single colony on non-selective agar or slope  Ensure plate/broth is sealed with parafilm (or equivalent) and placed inside a biohazard bag  Ensure associated paperwork is in the external pocket and not placed in with the sample  Notify MDU before sending if suspect SSBA | Room temperature | FM119  Human clinical |

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| **Test type** | | **Sample type** | **Minimum amount** | | **Container type** | | **Special Instructions** | **Transport** | | **Request form** | |
| Bacterial typing/characterization including:  *E. coli STEC*   * *Listeria* * *Haemophilus influenzae* * *Neisseria gonorrhoeae* * *Neisseria meningitidis* * *Salmonella* * *Shigella* * *Streptococcus pneumonia* * *Vibrio cholerae* | | Bacterial culture | Not applicable | | Culture on agar plate or slope | | Pure culture must be prepared from a single colony on non-selective agar or slope.  Ensure plate/broth is sealed with parafilm (or equivalent) and placed inside a biohazard bag  Ensure associated paperwork is in the external pocket and not placed in with the sample | Room temperature | | FM119  Human clinical  FM2085 *Listeria monocytognes*  NEPSS card if *Salmonella spp* | |
| Antimicrobial resistance genes detection   * CPE * mecA * VRE | | Culture only | Not applicable | | Culture on plate or agar slope | | Pure culture must be prepared from a single colony on non-selective agar or slope  Ensure plate/broth is sealed with parafilm (or equivalent) and placed inside a biohazard bag  Ensure associated paperwork is in the external pocket and not placed in with the sample | Room temperature | | FM2458,  Human clinical  NEPSS if Salmonella | |
| Heterotrophic Colony Count (HCC) | Cooling tower waters | | | 100ml | | Sterile sampling bottle | Ideally, samples should be processed within 6 hours of collection.  Record collection time on sample  They may be examined up to 24 hours after collection, provided they are kept cool (2-10oC) and in the dark. | | Esky with ice bricks | | FM117 Water Request form |

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| **Test type** | **Sample type** | **Minimum amount** | **Container type** | **Special Instructions** | **Transport** | **Request form** |
| Legionella | Cooling tower waters | 100ml | Sterile sampling bottle | Ideally, samples should be processed within 6 hours of collection.  Record collection time on sample  They may be examined up to 24 hours after collection, provided they are kept cool (2-10oC) and in the dark. | Esky with ice bricks | FM117 Water Request form |
| Enteric pathogen screen and identification | Faeces | 5g  (minimum 1g) | Faecal container  [70ml_container_5744f](http://technoplaslab.com.au/wp-content/uploads/2017/10/70ml_container_5744f.jpg) | Fresh (preferably less than 24h old)  No preservative to be added.  Store at 4°C if unable to transport immediately | Esky with ice bricks | FM116 Faecal request form |
| Food pathogen screen and identification | Food | 200g  (absolute minimum 35g) | Original food container  Sterile bag (sealed well to prevent leaks)  Sterile container with lid | Store at 4°C if unable to transport immediately | Esky with ice bricks | FM118 Food request form |
| Water pathogen screen and identification | Waters | 250ml (routine testing taps, pools)  1 litre (pathogen testing Salmonella, Campylobacter etc) | **Chlorinated waters** - Sterile bacteriological sampling bottles, containing sodium thiosulphate to neutralize any chlorine in the water must be used  Other waters: Sterile sampling bottle | Ideally, samples should be submitted within 6 hours of collection.  They may be examined up to 24 hours after collection, provided they are kept cool (2-10oC) and in the dark. | Esky with ice bricks | FM117 Water Request form |
| Serology testing  Diphtheria /Tetanus  Yersinia and Amoebic serology | Serum | 1ml | Sterile tube or serum separator tube | Only fresh non-inactivated sera  (Hyperlipaemic, haemolytic, microbially contaminated and turbid sera MUST not be submitted ) |  |  |

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| **Test type** | **Sample type** | **Minimum amount** | **Container type** | **Special Instructions** | **Transport** | **Request form** |
| Strain typing or relatedness (Whole genome sequencing) | Bacterial cultures | Not applicable | Culture on plate or agar slope | Pure culture must be prepared from a single colony on non-selective agar or slope.  Ensure plate/broth is sealed with parafilm (or equivalent) and placed inside a biohazard bag  Ensure associated paperwork is in the external pocket and not placed in with the sample  Phone MDU to discuss requirements before sending | Room temperature | FM2634 |
| DNA | 50ul | Screw cap sterile microfuge tube | Sample must not contain EDTA in the buffer.  Phone MDU to discuss requirements before sending | Esky with ice bricks | FM2673 |
| SARS-CoV-2 diagnostic samples | Nasopharangeal swabs, oropharyngeal swabs, nasal, midturbinate, nasal/nasopharyngeal wash/aspirate in VTM/UTM, saline, Liquid Amies or STM | 1ml | Screw cap tube |  | Room temp | Test Tracker e-order or FM2845 |
| SARS-CoV-2 positive samples for WGS | Nasopharangeal swabs, oropharyngeal swabs, nasal, midturbinate, nasal/nasopharyngeal wash/aspirate in VTM/UTM, saline, Liquid Amies or STM | 1ml | Screw cap tube | Please ensure sample tube has been tightly closed to prevent leaking | Room temp | Preferably access the Test Tracker e-order barcode. Alternatively use FM2935 or FM2936 for healthcare workers |