



RABIES SUBMISSION GUIDELINES

- Keep specimens refrigerated. DO NOT FREEZE.
- Submit only the head, except in very small animals (e.g., can fit in the palm of a hand).
- Decomposed specimens cannot be tested.
- Ensure all specimens are clearly labeled and match the accompanying paperwork.


DROP-OFF

- Place each specimen in two Ziplock or heavy-duty plastic bags (double-bagged).
- Place double-bagged specimens in a rigid, leak-proof container (e.g., Styrofoam cooler or cardboard box). Add ice packs if needed. Do not use wet ice.
- Attach all paperwork in a sealed Ziploc bag to the outside of the container. Do not place paperwork inside the box.
- Label the outside container Rabies.

SHIPPING

- Double-bag the specimen as described above.
 - Drain fluids before packaging.
 - Wrap sharp protrusions (e.g., bone) in several layers of newspaper.
 - Place absorbent material (pads, paper towels) inside the bag to prevent leaks.
- Place the double-bagged specimen in a rigid shipping container (preferably a thick-walled Styrofoam container inside a sturdy cardboard box).
 - Add sufficient ice packs and cushioning material to protect the specimen.
 - Do not use wet ice.
- Place all paperwork in a separate Ziploc bag. Do NOT place paperwork in the same bag as the specimen.
 - Place paperwork on top of the Styrofoam container, just inside the outer box.
 - No outer box: Place paperwork just inside the shipping container, separate from bagged specimens.
 - Ensure each specimen is clearly labeled. Any specimen that cannot be matched to its submission form will not be tested.
- Follow courier's regulations for shipping Biological Substance Category B UN-3373. **DO NOT SHIP VIA U.S. POSTAL SERVICE!!!**
- All material collected for rabies diagnosis must be treated as infectious. Handle and ship specimens in compliance with 49 CFR Department of Transportation regulations, using precautions that protect the collector, transport carriers, laboratory staff, and the public.

EXAMPLE OF SHIPPING LABEL

<ul style="list-style-type: none">• Submitter name: Submitter address: Submitter city, state, zip code: Contact person: Phone:	Biological Substance, Category B
<p>Louisiana Animal Disease Diagnostic Laboratory (LADDL) River Road, Room 1043 Baton Rouge, LA 70803</p> <ul style="list-style-type: none">• ATTN: LADDL Receiving (225-578-9778)• After business hrs, weekends, holidays, deliver to: LSU School of Vet Med, 1909 Skip Bertman Dr, Baton Rouge, LA 70803. (SVM Security): 225-578-9811 <p>Fax: 225-578-9784 Phone (General): 225-578-9777</p> <ul style="list-style-type: none">• REFRIGERATE ON ARRIVAL• Animal Specimen for Rabies Testing	 A diamond-shaped hazard label with a black border. Inside the diamond, the text "UN3373" is printed in a large, bold, black sans-serif font.