Submission Requirements

1. **Call SHL Bacteriology at (319) 335-4335 prior to specimen collection for collection and shipping consultation.** This serves to alert us to incoming specimen, as we need special media for isolation.

2. Specimens must arrive at SHL within 24 hours of specimen collection and during SHL business hours: 8-5, M-F. **Courier option for delivery:** CDS (Central Delivery System) at (515) 771-8541 (fees apply)

3. Label culturette with patient name or unique identifier, age or date of birth (DOB), and date and time of collection. **UNLABELED SPECIMENS WILL NOT BE TESTED.**

4. A completed **Bacteriology Test Request Form** must accompany the specimen.

Specimen Collection and Handling

1. Collect a specimen from the nasopharynx using a cotton or polyester-tipped wire shaft swab.

2. Using a cotton or polyester-tipped swab (culturettes with Amies transport are acceptable), collect from several areas in the throat to increase the sensitivity of the culture.

3. If membranes are present and can be removed, swab from beneath the membrane.

4. Place the labeled culturette(s) into a biohazard bag.

Test Request Form

1. **Complete Bacteriology Test Request Form**, including all patient identifiers, by going online to: [http://www.shl.uiowa.edu/testmenu/formgenerator.xml](http://www.shl.uiowa.edu/testmenu/formgenerator.xml)

2. Order as a “miscellaneous culture” by clicking on the dropdown menu and selecting **Corynebacterium diphtheria**.

3. Testing is dependent upon complete and accurate information; therefore, results may be delayed if information is not provided.

Shipping Instructions

1. Include completed Bacteriology Test Request Form in outside pocket of biohazard bag.

2. Ship at 4°C via overnight transport to SHL Coralville Lab (See address in footer). Shipping should take place so that receipt of the specimen at SHL is no longer than 24 hours from time of collection. If transport to the laboratory cannot be accomplished within 24 hours, call (319)335-4335.

3. Courier option: CDS (Central Delivery System) at (515) 771-8541 (fees apply)

4. Ship multiple specimens in packaging compliant with USPS or IATA regulations.

Contact Information

1. For test request forms go online to [http://www.shl.uiowa.edu/testmenu/formgenerator.xml](http://www.shl.uiowa.edu/testmenu/formgenerator.xml) or call the SHL Coralville Lab at (319) 335-4500

2. For **Corynebacterium diphtheriae** testing questions: (319) 335-4335