

TITLE:	IBC30- Ship and Receive Infectious Substances, affecting humans UN2814 (Category A), Not Classified as Select Agents
OVERVIEW:	Infectious Substances, (Category A) presents a unique risk when shipped or received and thus requires special handling during the transfer process.
APPLIES TO:	All individuals shipping or receiving an Infectious Substances, (Category A) not classified as select agents (for select agents, refer to IOP# UNMC-SA22, Receiving and Shipping Select Agents).
DEFINITION:	Infectious Substances – Material known or reasonably suspected to contain a pathogen which is transported in a form that, when exposure to it occurs, is capable of causing permanent disability, life-threatening or fatal disease in otherwise healthy humans or animals. Also referred to as a Category A Pathogen. (See IBC30- Form 1 for a list of agents)
PROCEDURES:	<p>General Information</p> <p>For shipment off campus of a Infectious Substances, (Category A) agent classified as an animal pathogen by APHIS (see IBC30- Form 1), a copy of a valid USDA permit (US Veterinary Permit for Importation and Transportation of Controlled Materials and Organisms and Vectors) <u>from the recipient with the agent listed as an authorized agent on the application</u> , must accompany the package (refer to IBC32, Federal Permits for the Shipment of Human Pathogens). It is the responsibility of the shipper to obtain a copy of the recipient’s permit prior to shipment.</p> <p>For the importation of human pathogens into the US, a Public Health Service permit (Permit to Import or Transfer Etiological Agent or Vector of Human Disease [CDC 0.728]) is required. Refer to IBC32 for information on how to obtain this permit.</p> <p>Contact the campus Biosafety Officer for guidance when receiving or shipping materials containing select agents.</p> <p>Shipping</p> <p>(Note: In situations where a USDA permit is required, the recipient must supply a valid permit to the shipper prior to the sample being shipped.</p> <p>1. Category A packages from the Nebraska Medicine clinical laboratory will be shipped by NPHL. Please page 402-888-5588 to</p>

arrange transfer of package. Include the necessary shipment paperwork. **Note:** Packages to be shipped by NPHL must be received prior to 12 noon on the day to be shipped. Packages received after this time will be shipped on the following day (Ground shipments will only occur on Monday through Friday; FedEx Air shipments will occur Monday through Thursday). Weekend shipments will require communication with NPHL as to the necessity of shipping on a stat basis. All shipments via FedEx must be entered and managed through the FedEx Ship Manager™ software program located in Room 8050 DRC2. This software provides the Shippers Declaration to accompany the package.

All other departments are responsible for their own Category A shipments. The package must be under the strict control of the shipper until FedEx takes actual possession.

2. The material must be packaged by a certified individual. Package materials according to IATA regulations for the Shipment of Dangerous Goods, using IATA Packing Instructions 620 (previously, 602) including “triple packaging” of a primary receptacle, a watertight secondary packaging, and durable outer package. Use packaging as received from the manufacturer, do not mix and match components. Division 6.2 Specific “shipping systems” (certified box which has passed UN manufacturing standards and labeled as such, with secondary packaging included) are mandatory and available at the Nebraska Public Health Laboratory (NPHL). Category A pathogens and substances likely to contain Category A pathogens must be assigned the UN number UN2814 (proper shipping name: Infectious Substance, Affecting Humans) or UN2900 (proper shipping name: Infectious Substance, Affecting Animals).

2. For packages requiring the inclusion of a USDA permit, use the recipients address and telephone number indicated on the permit (include a copy of the permit along with the “Shipper’s Declaration for Dangerous Goods” with the package for shipment and also place a copy of the permit inside the container).

Dry ice is a Class 9 dangerous good requiring that the package be prepared according to PI 954. A Shipper’s Declaration must also be completed if the package contains a Category A substance. The secondary container must be secured so that it does not become loose as the dry ice sublimates. Outer packages must be labeled “Dry Ice”, and the net weight of the dry ice must be indicated on the outside of the outer package and be recorded on the Shipper’s Declaration. The maximum permitted net weight of dry ice per outer package is 200 kg.

	<p>NOTE: Dry ice is an explosion hazard and must never be placed into a tightly sealed container! Dry ice must be placed.</p> <p>Receiving</p> <p>1. Individuals on campus receiving a Category A from an off-site shipper must request the shipper to address the package to:</p> <p style="text-align: center;">(Recipient's Name) (Recipient's Department) 601 S Saddle Creek Rd Omaha, NE 68106</p> <p style="text-align: center;">Include recipients' telephone number.</p> <p style="text-align: center;">UNMC FedEx Account Number: 1298-6856-2</p> <p>2. Following delivery to the UNMC, the package will be stored in a secure until delivery can be arranged. The package will be given only to the individual listed on the package unless specifically notified by the recipient that someone else will retrieve the package.</p> <p>3. In instances where recipient cannot be located, contact Dr. Peter Iwen, Dr. Steve Hinrichs, or Tony Sambol to advise (all are authorized individuals to handle Category A Pathogens and to initiate the transfer).</p>
RECORD KEEPING:	All Category A shippers must keep a copy of the paperwork associated with a shipment off-campus for minimum of 2 years.
OTHER INFORMATION:	<p>NOTE: Refer to the Select Agent Program Policy #SA22, Receiving and Shipping Select Agents and Toxins for the requirements to receive or ship select agents or toxins.</p> <p>Specific procedures are followed for the shipment of Biological substances UN3373, Category B.</p> <p>(Note: If the courier is FedEx, the shipper and recipient can go on-line at <<< http://fedex.com/us/ >>> to track the shipment using the "FedEx Tracking Number".)</p> <p>Department of Transportation (DOT) is the regulatory agency who governs the Hazardous Materials Regulations (HMR) codified in 49 CFR parts 171-178. IATA Guidelines, 52nd Edition, January 2011 Section 3.6.2 See, Division 6.2 - Infectious Substances. Other agencies affected by the Division 6.2 Transportation regulations are the International Air Transport Association (IATA) and International Civil Aviation</p>

	Organization (ICAO). IATA regulations are published as Dangerous Goods Regulations (DGR) and must be followed by all IATA member airlines (FedEx). ICAO established international standards.
REFERENCES:	<p>Department of Transportation, 49 CFR Parts 171-178 Pipeline and Hazardous Materials Safety Administration (PHMSA) published a final rule of June 1, 2006, revising the requirements in the Hazardous Materials Regulations (HMR) applicable to the transportation of infectious substances. I</p> <p>Hotlines DOT 1-800-HMR49-22 (1-800-467-4922) IATA Dangerous Goods Information 1-514-390-6770</p> <p>Sentinel Level Clinical Laboratory Guidelines for Suspected Agents of Bioterrorism and Emerging Infectious Diseases, American Society for Microbiology, December 2012</p>
STATUS:	Updated: March 7, 2015