

Molecular Testing Labs COVID-19 Specimen Shipping Instructions:

1. Once your Electronic order has been successfully submitted through our online portal, the LIS (laboratory information system) will generate a barcode number for you to hand write on the E-order sticker label provided in your initial supply order.
 2. Molecular requires 2 patient identifiers, in addition to the LIS generated number, to be listed on every sample.
 3. Molecular will provide the E-order sticker labels to be placed on the collection tube. Affix it down the length of the device making sure the barcode adheres to the cap for added security.
 4. Place the sample and absorbent pad in the zip-lock pocket of the specimen bag. Roll the bag to remove air. Seal the bag.
 5. After the specimen and absorbent pad have been properly placed in the specimen bag place all samples in the Molecular shipping box. Place as many samples into the box as possible.
 6. Once the specimens are placed in the Molecular shipping box, securely close the box and put into a FedEx UN3373 Clinical Pak.
 7. Molecular will provide return shipping labels for overnight delivery. Affix a return shipping to the Clinical Pak.
 8. Recording the tracking number of your package - highly recommended.
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FedEx Pickup Options:

1. The Skilled Nursing Facility can call 1-800-463-3339 to schedule a pickup using the tracking number on the Molecular return label(s) provided to them.
 2. Drop off the package at a local FedEx shipping center
 3. If you already have a FedEx driver delivering a package to your facility, or they have arrived to pick up a package, give the specimen package to the driver.
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Supply Requests:

1. All new facility orders will be placed once the registration is complete and welcome emails have been sent. This new order will be requested to ship overnight to the facility. This may take longer depending on the time and day it was requested.
2. Molecular will place orders for each facility based off the residence + staff entered on the registration form that was submitted.
3. All reoccurring orders need to be requested via email to crteam@moleculartestinglabs.com and will be shipped 2-day. Please be sure to give us a couple days' notice in order to fulfill these requests in a timely manner.