Shipping Instructions

Packaging Your Shipment

Follow these easy steps to ship diagnostic samples to IDEXX for processing.

1. Ensure that all tubes/jars are labeled with the date, patient’s name and type of specimen (e.g., serum, plasma, urine, etc).
   ACTH endogenous test specimens should be frozen prior to shipping, and need to be packed with frozen gel packs. The specimens should not come in direct contact with the gel packs.

2. Secure all caps and lids, and then wrap the tubes/jars in absorbent, cushioning material (paper towels or cotton/wool balls) to protect them from breaking and to absorb any potential spillage.
   - Use plastic slide containers for blood smears and cytology slides.
   - Refer to your Directory of Tests and Services for specific requirements.

3. Place the wrapped specimen in a plastic bag and seal it securely. Put the test request form in the rear pouch, and then place everything into a second plastic bag. (Double-bagging is required.) Place your bags in a sample submission box.

   NOTE: More than one patient specimen (bagged individually) can go into each box if the tubes are properly labeled, bagged and sealed.
   If required, place a frozen gel pack into a separate sealed bag, and then put it into the sample submission box. Gel packs are not required for histopathology specimens.

Sending Your Shipment

4. Once the box is sealed, place it in a FedEx® Clinical Pak.

5. Seal the FedEx Clinical Pak and attach a preprinted FedEx Express® Billable Stamp for FedEx Priority Overnight® shipping.

6. Go to fedex.com or call 1.800.GoFedEx 1.800.463.3339 (and say “schedule a pickup”) to arrange a FedEx Express® pickup.