

January 31, 2022

DIRECTIVE: JOB CORPS DATA CENTER NOTICE NO. 21-125
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FROM: Job Corps Data Center

SUBJECT: Transporting COVID-19 PCR Samples and MCI Training

The Abbott M2000 is the PCR test that Job Corps centers use for COVID-19 PCR testing. MCI Diagnostic Laboratory provides centers with collection and transport supplies. The supplies include swabs and sterile collection tubes. Collection tubes may or may not contain media solution which impacts the transportation guidance. This notice is to clarify actions for centers to take when transporting COVID-19 specimens to MCI for testing.

The Centers for Disease Control (CDC) guidance for the packing and shipping of specimens for COVID-19 testing states that specimens should be shipped at 2-8 degrees Celsius^[1]. In addition, the FDA provides specific guidance for COVID-19 PCR “dry swab transport” (swab specimens placed in a sterile tube without media) and states they can be maintained for up to 72 hours at 4 degrees Celsius/39.2 degrees Fahrenheit^[2]. To meet these national guidelines, we are asking centers to take the following actions when shipping PCR specimens to MCI:

- COVID-19 dry swab samples - Use at least two (2) ice packs when shipping COVID-19 PCR specimen samples without media.
- COVID-19 swabs in buffer solution – Include two (2) ice packs when shipping COVID-19 PCR specimen samples with media if outdoor temperatures are estimated to be outside the recommended range for samples in buffer solution

Centers may request additional ice packs by completing the supply request form and sending it to supply@mcidiagnostics.com. MCI will send the ice packs to centers within 2-3 working days after receiving the request. The MCI supply form is readily available online through the Department of Labor's client forms and document section on the company's web page.

^[1]<https://www.cdc.gov/coronavirus/2019-ncov/lab/lab-biosafety-guidelines.html#specimen-packing-shipping>

^[2] Center for Devices and Radiological Health. (n.d.). *Covid-19 testing supplies*. U.S. Food and Drug Administration. Retrieved January 21, 2022, from [FDA U.S. Food & Drug](#)

MCI is providing two (2) refresher training sessions on how to access and use their Laboratory Information System (LIS) portal as well as shipment protocols for PCR specimens. Centers can take either of the two training sessions. The first session is scheduled for Thursday, February 3, 2022, at 11:00 a.m. EST. The second session is Friday, February 4, 2022, at 3:00 p.m. EST. Each training session will last up to 60 minutes and cover the following topics:

1. Results for Review
2. Requisition Entry
3. Daily Log
4. Patient Maintenance
5. Results Inquiry

Webinar Registration:

To register for Thursday, February 3, 2022, at 11:00 AM EST, please click here.

[Registration for Training Session 1](#)

To register for Friday, February 4, 2022, at 3:00 PM EST, please click here.

[Registration for Training Session 2](#)

If you have any additional questions, please contact Lesley Nesmith of the National Office of Job Corps at Nesmith.Lesley@dol.gov.

¹<https://www.cdc.gov/coronavirus/2019-ncov/lab/lab-biosafety-guide-lines.html#specimen-packing-shipping>

² Center for Devices and Radiological Health. (n.d.). *Covid-19 testing supplies*. U.S. Food and Drug Administration. Retrieved January 21, 2022, from [FDA U.S. Food & Drug](#)