

Lincoln County
Sample Transport Plan
September 2016

DRAFT

APPROVAL AND IMPLEMENTATION

LCHD Sample Transport Plan

This document is hereby approved for implementation and supersedes all previous editions.

Signature

Dr. Brad Black, MD, Health Officer

Date

Signature

Mike Cole, County Commissioner

Date

Signature

Kathi Hooper, Health Department Director

Date

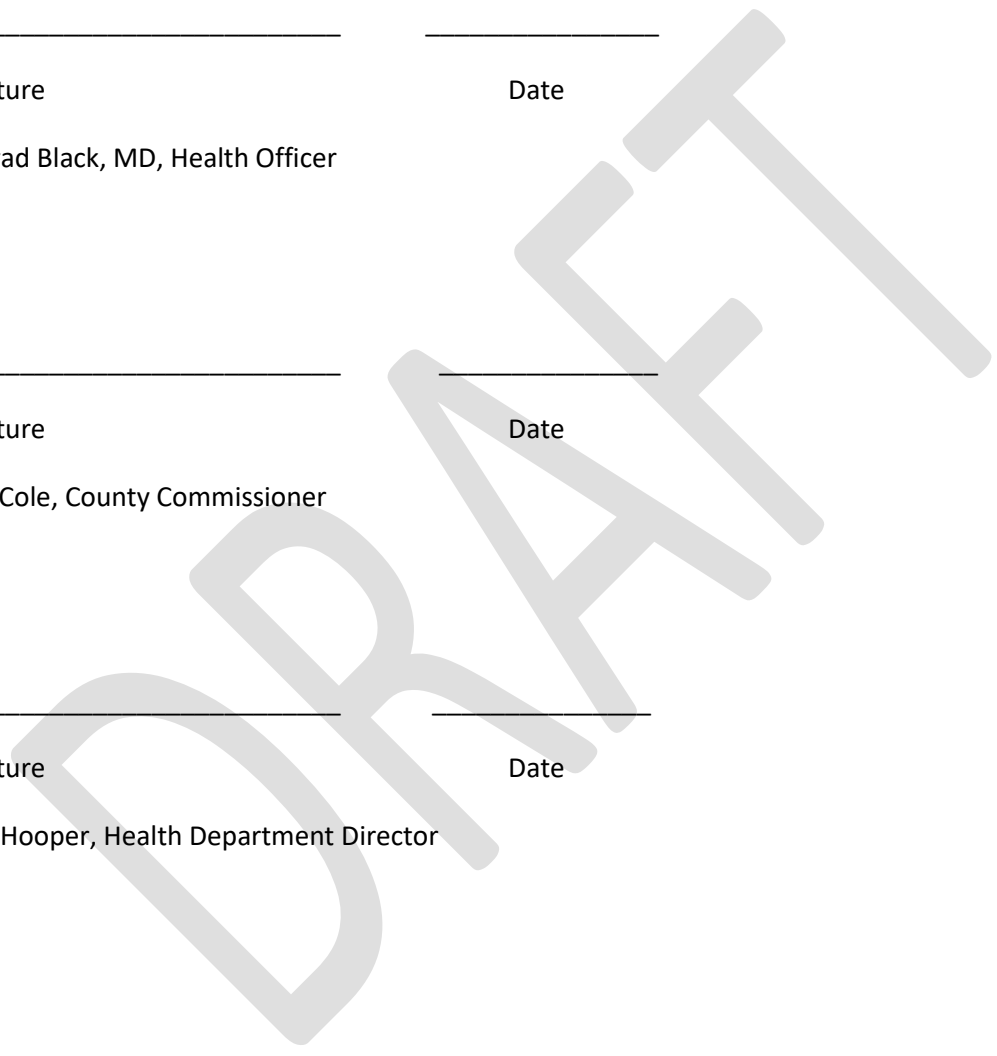


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Introduction

The Lincoln County Health Department (LCHD) has the ability to coordinate with local and state laboratories on a 24/7 basis. LCHD has a means of coordinating the transportation of routine laboratory and environmental specimens to the MT State laboratory and a safe means of coordinating the transportation of suspected hazardous laboratory and environmental specimens to the MT State Laboratory when a public health emergency is likely.

Purpose

This policy will outline the information needed to contact local and state laboratories, how specimens will be handled and how the local agencies will work together within the policies of the MT State Laboratory.

Contact Information:

MT State Laboratory:	800-821-7284	24-Hour
MT DPHHS (Epi Section)	406-444-0273	
MT DPHHS PHEP	406-444-0919	
MT DPHHS PHEP Duty Officer	406-444-3075	
Lincoln County Public Health	406-283-2465	406-293-4112 24-Hour
Lincoln County Sheriff's Office	406-293-4112	
City of Libby Police	406-293-3343	
City of Troy Police	406-295-4111	
City of Eureka Police	406-297-2121	
LC Emergency Management Agency	406-293-6295	
Cabinet Peaks Medical Center Lab	406-283-7090	

Standard Lab Specimen Procedures:

This pertains to all patient specimens of public health concern collected from a patient in need of transport to the Montana Public Health Laboratory (MTPHL).

1. The LCDH will call the appropriate State Epi/Lab Team member for specific instructions regarding the needs of the specimen in question to determine:
 - Appropriate collection of sample
 - Guidelines or recommendations in packaging and shipping the specimen safely
 - That the lab requisition form is filled out correctly and included with the specimen
 - The earliest arrival date at MTPHL for testing
2. Routine specimens are marked accordingly and sent through the UPS/FedEx to MTPHL. There is no need for Chain of Custody (COC) for this type of transport.
3. Specimens are secured with packing inside a container supplied from the state lab with the appropriate completed forms inside, marked accordingly and mailed through the United State Postal Service. There is no need for chain of custody for this type of transport.
4. If a lab specimen needs to be transported in a secure manner, refer to Environmental Health Specimen Procedures, Step 5.

**DWES, CBAT and RTS should not be sent through the mail and *always* require COC.

Chemical/Biological Agent Transport (CBAT) Kit Procedures

The Chemical/Biological Agent Transport (CBAT) Kits are intended to provide a consistent method for collecting unknown/suspicious substances (i.e. white powders or suspicious solids or liquids) that may pose an immediate threat to public health or safety. These types of samples would be collected, using the tools and containers provided, by MT Army National Guard Civil Support Team (CST), trained HAZMAT or law enforcement personnel. Samples should be prescreened for explosive, radiological, and chemical hazards prior to transport to the Montana Laboratory Services Bureau.

CBAT Kits are located at:

Lincoln County Health Department
418 Mineral Avenue
Libby, MT 59923

Specimens would be collected by personnel trained in safety of working in a contaminated environment as well as evidence collection; i.e. HAZMAT.

If an unknown or suspicious substance specimen is in need of analysis, the following procedures will be followed:

1. The following agencies should be notified of an unknown substance threat. The first agency made aware of the threat will notify appropriate parties:
 - County Public Health: 406-283-2465
 - Law Enforcement Dispatch: 406-293-4112
 - County EMA: 406-293-6295
 - DPHHS Duty Officer phone number: 406-444-3075
2. LCHD will notify Montana Laboratory Services Bureau (MTLSB) of the situation. MTLSB phone number: 800-821-7284
3. Public Health, Environmental Health, Law enforcement and other credible sources i.e., FBI, DES, etc. will work to assess the situation to determine if a sample is a potential hazard that should be submitted for testing.

Note: MTLSB will only test substances known to have been associated with human exposure and submitted by one of these credible sources. If no human exposure has occurred, samples must be submitted on behalf of local, state, or federal response agency.

4. Trained emergency response (i.e. HAZMAT) personnel will use the CBAT for the collection of the unknown/ suspicious substance.

5. CBAT kit instructions and supplies are forms are contained in the kit. *Refer to the Unknown Substance Sampling section of the Laboratory Emergency Preparedness page on the MTLSB website for more information.
6. The sample collector will initiate the chain of custody paperwork, which is located within the CBAT kit.
7. Specimens to be submitted for testing must be screened for explosive, radiological and chemical hazards. HAZMAT and MT DES Civil Support Team (CST) can perform this prescreen.
8. Once the specimen is assessed for hazards and if the specimen is in need of secure transportation, the following options will be available:
 - Lincoln County Sheriff's Department or MT Highway Patrol: 406-293-4112
 - The MT LSB courier is available on an emergency basis. Call 800-821-7284 to arrange a pick-up.
9. MTLSB should be notified while sample is in transit to estimate time of arrival and arrange for delivery.
10. An appropriate lab person (State or other) will be contacted with questions regarding specific concerns of safely packaging & shipping the specimen in question.
 - Use CBAT for environmental samples.
 - All instructions, procedures, flow charts items and supplies contained in the kit will be followed and used to collect and ship items or samples from victims potentially exposed to chemical or bio-hazardous agents.
 - All forms that have been supplied by the State Lab will remain inside the kits with the supplies..
11. MTLSB will notify Lincoln County Public Health with suspicious substance results.
 - LCHD will notify other team members per the Disease Surveillance policies and procedures.
 - State Health Dept. Epi or state lab personnel will be contacted within 2 hours by the local Epi person in charge for further guidance and as notification to them of what is occurring.
 - If/when determined local law enforcement would be notified to triage all credible threats and maintain evidence that may need to be preserved.

After testing at MTLSB is completed:

1. All specimens will be treated as evidence and will be returned to law enforcement after testing.
2. State officials will give results to submitter and local jurisdiction.



Drinking Water Emergency Sampling (DWES) Kit

The DWES kit is a ready-to-use method to ensure consistent collection and transport of samples to MTPHL. The DWES kit is to be used for collecting necessary samples from a drinking water facility during a suspected tampering or contamination event. These samples will help determine unknown contaminants that may be in the water supply. This is not for compliance and is only a preliminary attempt to determine the risk to public health. Necessary precautions or limitations of the water system should be practiced while the samples are being analyzed and until results are known.

In the event of a water tampering incident, water samples would be collected by a Registered Sanitarian.

Transportation to MTPHL will be provided by:

- Lincoln County Sheriff's Department or MT Highway Patrol 406-293-4112
- The MT LSB courier is available in the event of an emergency. Call 800-821-7284 to arrange a pick-up.

Chain of Custody paperwork is included in each kit.

DWES Kit is located at:

Lincoln County Health Department
418 Mineral Avenue
Libby, MT 59923



KIT #18 or 21

If you intend to use this kit, notify both of the following numbers for assistance:

- Laboratory Services (800) 821-7284 AND
- DEQ PWS at (406) 444-4400

Rapid Toxic Screening

For collection of clinical specimens, i.e., blood and urine from patients suspected of having been exposed to agents of chemical terrorism.

The Rapid Toxic Screens Transport kit consists of two white boxes intended for transport of human blood (shipped cold) and urine (shipped on dry ice) to the LSB for forwarding to CDC for Rapid Toxic Screens, in the event of a large scale chemical exposure. CDC must authorize the shipment, but can screen for over 100 chemical toxins.

Saf-T-Pak kits supplied by MTPHL are located at:

Lincoln County Health Department
418 Mineral Avenue
Libby, MT 59923

Rapid Toxic Screen (Clinical Specimen Boxes)—These are printed with the Saf-T-Pak logo and are either STP-300 or STP-310



Category A Infectious Substances

Category A materials are defined as “an infectious substance in a form capable of causing permanent disability or life-threatening or fatal disease in otherwise healthy humans or animals when exposure to it occurs. An exposure occurs when an infectious substance is released outside of its protective packaging, resulting in physical contact with humans or animals.” These include, but are not limited to, human specimens submitted for Ebola testing and cultures submitted for confirmation of select agents (*B. anthracis*, *F. tularensis*, etc.) and verotoxigenic *E. coli* (such as STEC).

US DOT regulations 49 CFR 172 and 173 outline the requirements for packaging, marking, and documenting Category A materials. 49 CFR 172.704 outlines the training requirements for anyone involved in any part of the process. It is up to the shipper (facility offering these materials for transport) to ensure the proper materials and properly trained and certified staff are available. Failure to follow federal regulations can result in fines.

To address these requirements, MT DPHHS has made available training and training resources, along with materials suitable to transport Category A infectious materials. There are also some facilities that have purchased their own materials. It is the responsibility of the facility to have trained staff capable of packaging and shipping Category A infectious materials. The MT Public Health Laboratory maintains a statewide list of staff who have been trained and certified by their facility for the shipment of Category A infectious materials.

The closest facility to this jurisdiction that has Category A shipping materials and certified staff is:

Cabinet Peaks Medical Center

Roger Riddle – Laboratory
Dave Baker – Laboratory
Quin Nordwick – Laboratory
Ed Apple – Emergency Department

The phone number and address for this facility is:

Cabinet Peaks Medical Center
209 Health Park Drive
Libby, MT 59923
406-283-7090

Infectious Substance (Category A) Shipping Containers



The following is an overview of each agency's current collection and transport policy for specimens of immediate concern:

Agency	Human Specimens	Environmental Samples
Cabinet Peaks Medical Center Laboratory	Staff trained on collection, Courier on-call for delivery	Staff trained on collection, Courier on-call for delivery
Lincoln County Sheriff's Office	Calls State crime lab for collection guidance on scene	Call Emergency Management Agency
Local Law Enforcement	Call Emergency Management Agency Calls State crime lab for collection guidance on scene	Call Emergency Management Agency
Montana Highway Patrol	Calls State crime lab for collection guidance on scene.	Call Lincoln County Emergency Management Agency
Local Fire Departments	Calls Law Enforcement	Calls Law Enforcement
Lincoln County Emergency Management Agency	If deemed credible threat to Public Health, notify LCHD/MT DPHHS. Maintain chain of custody.	If deemed credible threat to Public Health, notify HAZMAT and LCHD/MT DPHHS. Maintain chain of custody.

Each of the agencies listed above have protocols in place regarding collection and transport of specimens of *non-immediate concern*.

The hospitals have internal policies regarding transportation of specimens of *immediate concern*.

The primary responsibility of specimen collection, packaging and delivery of hospital *specimens of immediate concern* lies with the individual agency as spelled out in their policies. Their policies include notification of LCHD of any suspect or actual threats to the public's health.