RABIES TESTING AT THE CFIA:
PACKAGING OF SAMPLES

CANADIAN FEDERAL LEGISLATION

The Transportation of Dangerous Goods Act and Regulations are administered by Transport Canada. Information on shipping infectious substances can be found in the Transportation of Dangerous Goods (TDG) Bulletin May 2013:

It is the responsibility of the submitter to comply with all applicable federal, provincial and territorial legislation related to shipping dangerous goods.

GENERAL COMMENTS

This document is not meant to replace a proper training program for TDG. It is for reference purposes only for the submission of rabies samples. Please inquire directly with couriers for information on their specific terms and conditions related to shipping dangerous goods:

Fedex
http://images.fedex.com/ca_english/shippingguide/preparepackage/pdf/UN3373_CDN_ENG.pdf
(accessed Jan 2014)

Purolator
(accessed Jan 2014)

SELECTION OF MATERIAL TO SUBMIT FOR TESTING

For most animals:
⇒ submit the entire head.
⇒ include cervical spinal cord if the skull has been damaged, e.g., shot in the head

For small animals (<500 g):
⇒ submit the entire carcass to aid species identification (e.g., bats).

For large animals (>100 kg) and all livestock:
⇒ submit the entire brain and portion of cervical spinal cord;
⇒ If entire brain can not be submitted, collect portions of brain tissue bilaterally from the cerebellum, hippocampus and brain stem.
MATERIAL NECESSARY FOR TESTING

SUBMISSION OF THE ENTIRE BRAIN IS REQUIRED TO MAXIMIZE DIAGNOSTIC SENSITIVITY.

SAMPLE PREPARATION

DO:
• Ensure that animals are dead before packaging
• Spray with insecticide, if infested with ticks or fleas
• Remove maggots
• Remove any needles or darts
• Make level cuts during disarticulation
• Leave the head intact and do not remove skin, ears, or snout
• Note quills, jagged bone fragments, possible bullets or shot on the submission form in “Submitter Comments”
• Remove excess bags, or ones that are opaque, before packaging

DON’T:
• Submit whole bodies of skunks
• Wrap brain with absorbent material or place into whirl-pak bags
• Use gel sachets as absorbent material
• Use wet ice, frozen water bottles, soft gel packs or dry ice for cooling sample
• Use Styrofoam or other granular packing material

TEMPERATURE CONDITIONS

THERE IS NO NEED TO FREEZE SAMPLES PRIOR TO SHIPMENT.

To ensure timely results, samples submitted should be refrigerated, and not frozen. Samples received frozen must be completely thawed before testing can begin, which can delay results by a day or more.

USE ICE PACKS TO KEEP THE SAMPLE COOL DURING SHIPPING ACCORDING TO OUTDOOR TEMPERATURE:

- Winter (<5°C): DO NOT use ice packs
- Fall/Spring (5-30°C): USE ice packs
- Summer (>30°C): USE additional ice packs
PACKAGING MATERIALS

- **PRIMARY PACKAGE**
  - Consists of 2 plastic bags
  - Choose size appropriate for sample
  - Clear
  - For open end bag, knot tightly to make leak-proof
  - For bag with zipper closure, fold over and seal with moisture-resistant tape
  - Plastic container must be leak-proof

- **SECONDARY PACKAGE**
  - Single plastic bag
  - For air transport, must be pressure compliant to 95 kPa (disposable single bag OR disposal 2 part bag OR reusable vessel)

- **OUTER SHIPPING CONTAINER**
  - Sturdy fiberboard box
  - One surface must be 100mm x 100mm
  - For air transport must satisfy PI 650, 1.2 m drop test

- **UNIQUE SAMPLE IDENTIFIER**
  - Durable, adhesive label, printed with indelible ink

- **RABIES SAMPLE SUBMISSION FORM AND CLEAR PLASTIC BAG**
  - ADDRESS LABEL/S– Shipper and Recipient
  - LABEL WITH PROPER SHIPPING NAME “BIOLOGICAL SUBSTANCE, CATEGORY B” OR “EXEMPT ANIMAL SPECIMEN”
  - HAZARD MARK, UN3373 DIAMOND-ON-POINT LABEL, IF APPLICABLE
  - RIGID ICE PACKS
  - ABSORBENT MATERIAL SUCH AS NEWSPAPER

**EXAMPLE OF ADDRESS LABEL - FOR BOTH SHIPPER AND RECIPIENT**

<table>
<thead>
<tr>
<th>YOUR COMPLETE NAME</th>
<th>R-UNIT, OTTAWA LABORATORY FALLOWFIELD</th>
</tr>
</thead>
<tbody>
<tr>
<td>YOUR EMPLOYER</td>
<td>CANADIAN FOOD INSPECTION AGENCY</td>
</tr>
<tr>
<td>YOUR STREET ADDRESS</td>
<td>3851 FALLOWFIELD ROAD</td>
</tr>
<tr>
<td>CITY, PROVINCE</td>
<td>OTTAWA, ON  K2J 4S1</td>
</tr>
<tr>
<td>POSTAL CODE</td>
<td>(343) 212-0340</td>
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<tr>
<td>YOUR PHONE NUMBER</td>
<td>R-UNIT, LETHBRIDGE LABORATORY</td>
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<tr>
<td></td>
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<td></td>
<td>TOWNSHIP ROAD 9-1</td>
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<tr>
<td></td>
<td>LETHBRIDGE, AB TJJ 3Z4</td>
</tr>
<tr>
<td></td>
<td>(403) 382-5559</td>
</tr>
</tbody>
</table>

**LEAKING OR DAMAGED PARCELS**

When a parcel is received damaged or leaking, potentially resulting in the accidental release of the sample from the packaging, CFIA internal policy is to notify our management, and the consigner (the submitter).

Note, that the carrier may also notify the provincial authority (usually police) and Canutec 613-966-6666.

Ensure that the sample is packaged according all relevant Transportation of Dangerous Goods Regulations for the safety of all involved in the shipping and receiving process.

The shipper is solely responsible for properly packaging the sample.
IT IS THE RESPONSIBILITY OF THE SUBMITTER TO FOLLOW ALL APPLICABLE TRANSPORT CANADA REGULATIONS AND GUIDELINES.

Keep sample in refrigerator prior to packaging. Freezing should be avoided as it may delay testing. If the sample is already frozen, ship it without ice packs.

Each sample must have its OWN unique sample identification number and Rabies Sample Submission form.

① ___ Place head into first bag and tie; if possible, use two knots OR use a zipper bag, fold over and seal with tape to make leak-proof. Extracted brain or bats should ideally be placed into a screw-cap leak-proof container.
② ___ Place first bag or container into plastic bag and tie; if possible, use two knots OR use zipper bag, fold over and seal with tape to make leak-proof. This completes the PRIMARY PACKAGE.
③ ___ Attach UNIQUE SAMPLE IDENTIFIER to the primary package.
④ ___ Wrap the primary package with ABSORBENT MATERIAL.
⑤ ___ Place into SECONDARY PACKAGE: single bag, or for air transport, a 95 kPa pressure capable system.
⑥ ___ Fill out RABIES SAMPLE SUBMISSION form online and submit electronically. Print the completed form, place into a plastic bag and secure to secondary package with tape.
⑦ ___ Place absorbent paper into OUTER SHIPPING CONTAINER to cushion sample. If shipping by air, box must be 1.2 m drop test compliant.
⑧ ___ Place sufficient RIGID ICE PACKS so that sample remains cold/cool for at least 48 hours. Do not use ice packs during winter months (<5°C) or if the animal head is frozen.
⑨ ___ Place secondary package inside box and add additional cushioning material.
⑩ ___ Seal box securely.
⑪ ___ Apply LABELS to box: Submitter’s name, address and phone number; CFIA lab name, address and phone number.
⑫ ___ In boldface type, label with proper shipping name: “BIOLOGICAL SUBSTANCE, CATEGORY B” OR “EXEMPT ANIMAL SPECIMEN”.
⑬ ___ For Category B samples, affix UN3373 diamond-on-point hazard mark label.
⑭ ___ For Category B samples, affix label with 24-hour emergency contact phone number.