

Submitting specimens to Allina Health Laboratory via a packing list

1. Follow the established procedure for creating a packing list.
2. Place specimens on the appropriate packing list by department and temperature.

Note: If specimens are not placed on the correct packing list:

- **testing may be delayed or may need to be reordered**
- **the receiving lab will be unable to scan the packing list to ensure that all specimens have been received**

Refrigerated	Frozen	Ambient
Chem, SP Chem (Refrigerated)	Frozen	Chem, SP Chem, Heme, UA, Coag (Ambient)
Flow, Molecular, Cytogenetics (Refrigerated)	N/A	Flow, Molecular, Cytogenetics (Ambient)
N/A	N/A	GYN/Pap Cytology (Ambient)
Non-GYN/FNA Cytology (Refrigerated)	N/A	N/A
Heme, SP Heme, Coag, UA (Refrigerated)	N/A	** See Chem/Sp Chem, Heme, UA, Coag above
N/A	N/A	Heme Path
Micro – Blood Bank (Refrigerated)	N/A	Micro – Blood Bank (Ambient)
Referral (Refrigerated)	Referral (Frozen)	Referral (Ambient)
N/A	N/A	Histo/Path

3. If the Beaker label does not reflect the temperature that the specimen is to be transported at, refer to the [Allina Health Laboratory](#) test catalog.
4. If you cannot add the specimen to a packing list, the most likely cause is that you have not selected the appropriate temperature.