

**US Army Public Health Command Region-Europe
Laboratory Sciences (LS)**

**Fact Sheet for Submission of Suspected RABIES Samples
(Version 1 • Revision 1 • 05 April 2012)**

The following quick reference guide is intended to be a tool to assist in the submission of suspected rabies samples for laboratory analysis. For more detailed instructions please reference the LS Biological Customer Guide (current revision).

1. Notify the Veterinary Pathology Division (VPD) as soon as you know you have a sample for rabies testing.

Send email to: phcre.ls.vetpath@amedd.army.mil with a Cc... to phcre.lshotline@amedd.army.mil and include the following information in the email notification:

- LS Form 16 *Request for Laboratory Determination for Rabies*.
- Species of animal(s) involved.
- Number of samples being submitted.
- Status of human exposure(s), **do not include PII unless email is encrypted IAW HIPPA requirements!**

2. Remove and send the head. **Do not remove the brain from the head.** (submission of the whole carcass on **small** animals, such as bats or rodents, is allowed).

3. Double bag using heavy plastic leak-proof bags and cool the specimen immediately.

Note: If shipping will be delayed the sample can be frozen (**DO NOT use dry ice**).

4. Place the sample in an appropriate shipping container (Styrofoam™ box inside a cardboard shipping box) with freezer packs and absorbent material to absorb condensation.

Note: **DO NOT** use a cardboard box alone to ship the sample.

5. Tightly seal the shipping container and affix the **PROVIDED MAILING LABEL**.

Note: **DO NOT write "RABIES" anywhere on the box!** Refer to the specimen as a **"DIAGNOSTIC SAMPLE"**.

6. Once the sample has been delivered to the carrier for shipment, **immediately** send an email with the following information:

- Shipping method (example: CCAT flight, military cargo flight).
- Time of departure and estimated time of arrival at Ramstein AFB.
- Flight number and tail number for CCAT flights.
- Transportation control number (TCN) for military cargo flights.

7. For questions call VPD personnel at:

- **VPD On-call Gov Cell [+49 (0162) 2703083]**
- Chief, VPD [DSN 314-486-8957 or Gov Cell +49 (0162) 2703152]
- VPD NCOIC [DSN 314-486-6528]
- Senior Rabies Analyst [DSN 314-486-6527]