

BIOTERRORISM RESPONSE ENVIRONMENTAL SAMPLE COLLECTION GUIDELINES

To submit an environmental sample that may contain a potential Bioterrorism agent, you must first contact your Local Health Department (LHD) Threat Preparedness coordinator and the Division of Infectious Disease Epidemiology of the WV Bureau for Public Health for approval of submission. You must also notify the WV Office of Laboratory Services Threat Preparedness & Bioterrorism Response Section prior to submission.

1. Maintain appropriate chain of custody documentation and procedures.
2. Don sterile, non-powdered latex or nitrile examination gloves over latex gloves that are part of standard PPE and clothing. Disposable gowns or long sleeves are recommended.
3. Collect and bag the item in a self-sealing bag; seal the bag with evidence tape.
4. Label the bag with a unique identifier and place in another unused, self-sealing bag. Secure the sealed bag with evidence tape. Initial and date.
5. Clean the outside of the sealed bag with a 10% sodium hypochlorite (bleach) solution just prior to leaving the contaminated area. NOTE: The disinfection solution is made by adding 1 part household bleach to 9 parts water (a 1:10 dilution). Final solutions should be Clorox® bleach diluted 1:10 meets these requirements. When using other brands, one should confirm the buffering capacity and sodium hypochlorite concentrations. This solution must be made fresh daily to be effective. (SOLUTION MUST BE NO OLDER THAN 24 HOURS).
6. Place the cleaned sealed bag in a bio-hazard bag and label the outside of this bag. DO NOT seal this bag with tape. Only ONE specimen per bio-hazard bag.
7. Document the following on the outside of the bio-hazard bag:
 - Location of specimen collection
 - Description of sample
 - Time and date of sample collection
 - Name of person collecting sample
8. Complete a "Suspected Bioterrorism Environmental Sample Submission Form" for each sample.

To collect another sample, change gloves to prevent cross-contamination and repeat steps 1 through 8 above.

Transport the environmental samples to OLS IMMEDIATELY.