

**STATE OF LOUISIANA
DEPARTMENT OF HEALTH AND HOSPITALS
OFFICE OF PUBLIC HEALTH
LABORATORY SERVICES**



Bioterrorism Laboratory

Environmental Specimen Submission Form

The LA DHH OPH Laboratory will accept environmental specimens (i.e., letters, packages) only from authorized public safety agencies.

ALL PORTIONS OF THIS FORM MUST BE COMPLETED PRIOR TO ACCEPTANCE BY THE LABORATORY OF ANY ENVIRONMENTAL SPECIMEN SUSPECTED OF CONTAINING A BIOLOGICAL AGENT.

**** IMPORTANT NOTE:**

Contact the Louisiana State Police HazMat Hotline (877-925-6595) immediately if the specimen/package has been found to contain any of the following:

- *Radioactivity*
- *Volatile organic chemicals*
- *Chemical nerve agents*
- *Incendiary, aerosol, pressurized gas vessel, or other potential dissemination device.*

Due to safety concerns, these specimens/packages will NOT be accepted by the LA DHH OPH Laboratory.

Date	
Time	
Name/Agency	
Address	
Phone:	
CIR#	
Sample Collected From:	

I. Description of material:

SOLID: ___ soil ___ powder
___ paper ___ letter/envelope
___ package ___ other (describe): _____

LIQUID: ___ water
___ other (describe): _____

II. Method of specimen collection:

___ sterile container ___ sterile swipe/sponge
___ sterile swab ___ specimen submitted in original state
___ other (describe): _____

III. Radioactivity Assessment

Conducted by: _____
Signature

Agency: _____

Is radiation present? no yes Background reading _____

Type of meter used: _____

Date of last calibration: ___/___/___

Calibrated by: _____

Meter will detect: alpha beta gamma neutron

Actual reading(s)/ and unit of measure _____

At what distance? _____

NOTE: Specimens with radioactive levels can not be handled by this laboratory.

IV. Volatile Organic Chemicals Assessment

Conducted by: _____

Signature

Agency: _____

FID/PID meter used: _____

Date of last calibration: ____/____/____

Calibrated by: _____

Type of span gas calibrated to: _____

VOC Present? Yes No Amount/Unit of measure _____

NOTE: Specimens with highly reactive/hazardous levels of VOC can not be handled by this laboratory.

V. Incendiary/Aerosol/Dissemination Device Assessment (X-Ray)

NOTE: All environmental samples and packages that can not be visually inspected in their entirety for the presence of these devices MUST be cleared by x-ray before they will be accepted by the LA DHH OPH Laboratory.

Conducted by: _____

Signature

Agency: _____

_____ Complete visual inspection possible.

_____ Complete visual inspection not possible (x-ray mandatory)

Instrumentation utilized: _____

Date of last calibration: ____/____/____

Calibrated by _____

Incendiary device detected? Yes No

Aerosol device present? Yes No

Pressurized vessel present? Yes No

Other potential dissemination device present? Yes No

NOTE: Specimens that have not been visually inspected or X-rayed cannot be handled by this laboratory.

VI. pH Assessment

NOTE: Applicable only to accessible powders & liquids. It is not necessary to open a sealed package to test for pH.

Conducted by: _____
Signature

Agency: _____

Type of testing device: ____ pH paper ____ pH meter

Brand name: _____

Expiration date (if applicable): ____/____/____

Date of last calibration (if applicable): ____/____/____

Calibrated by _____

Result: pH = _____

For HAZMAT personnel only

This environmental specimen/package (CIR # _____) has been assessed by individuals specifically trained or certified to perform the tests. These tests have been performed utilizing acceptably calibrated/certified instruments or other acceptable means (as stated). Interpretation of this panel of tests indicates that this specimen/package has been declared free of the presence of the following: radioactivity, high levels of volatile organic chemicals, incendiary or aerosol devices, pressurized vessels, and other potential dissemination devices.

PRINT NAME

TITLE

AGENCY

SIGNATURE

____/____/____
DATE