Hawaii State Department of Health
State Laboratories Division
Chemical Terrorism Response Laboratory
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Urine Specimen Collection & Shipping Manifest Instructions

- Include only one shipping manifest per shipping container.
- Number each page.
- Make a copy for your own records if necessary.
- Instructions for individual fields:

1. Date Shipped: Current Date.
2. Shipped By/Contact Telephone/Signature: Name, telephone number, and signature of person responsible for the shipment.
3. Date Received/Received By/Signature: To be completed by recipient of sample(s).
4. Total Urine Cups in the Shipping Container: Indicate the total number of urine cups in the shipping container.
5. Total Blank Urine Cups in the Shipping Container: Indicate the total number of blank urine cups in the shipping container.
6. First Page Comments: Include any additional information.
7. Patient ID: Indicate patient and urine cup identifiers for urine cups included in the shipping container. Identifiers may be shown as a range of IDs.
8. Approx. Volume (mL): Indicate approximate volume of sample in each urine cup.
9. Additional Page Comments: Include any additional information.