

# Infectious Substance Packing and Shipping Guidance

## Infectious Substance Training Requirements

The Hazardous Materials Regulations (DOT) and Dangerous Goods Regulations (IATA) mandate training requirements for those who prepare or transport hazardous materials. A hazmat employer must ensure each of its hazmat employees is trained in accordance with the HMR.

### • General Awareness/Familiarization Training

- Provides familiarity with the general requirements of the HMR, and enables the hazmat employee to recognize and identify hazmat.
- All hazmat employees must receive this training.



*Training must be completed within 90 days of employment or change in job duties.*

*Retraining must be completed every two years (IATA) or every three years (DOT)*

### • Function Specific Training

- Provides a detailed understanding of HMR requirements applicable to the function(s) performed by the hazmat employee.
- Each hazmat employee must be trained on the specific functions they are required to perform.

### • Safety Training

- Covers the hazards presented by hazmat\*, safe handling\*, emergency response information, and methods and procedures for accident avoidance.
- All hazmat employees must receive this training.
- *\*Blood borne pathogen training may be used to cover this aspect.*

### • Security Awareness Training

- Provides a general understanding of the security risks associated with hazmat transportation and the methods designed to enhance transportation security.
- This training should include methods on how to recognize and respond to possible security threats.
- All hazmat employees must receive this training.

## Infectious Substance Training Sources

Training may be provided by the hazmat employer or by other public sources. *Regardless of who provides the training, the hazmat employer is responsible for ensuring training requirements are met.*

Free training sources:

- Saf-T-Pak's live/virtual training (funded through APHL). Limited seats available for multiple dates/start times. Visit the [TDH Training and Workshop webpage](#) for more information.
- [CDC Packing and Shipping Dangerous Goods: What the Laboratory Staff Must Know](#) (Online/On-demand)
- TDH has partnered with CDC Lab Training to offer virtual training through CDC TRAIN. Offerings will be posted on the [TDH Training and Workshop webpage](#) once scheduled.
- Iowa Department of Public Health: [Biosecurity for Clinical Laboratories](#) online course.



### Employer Responsibilities

*Hazmat employers must:*

- *Train and test their hazmat employees*
- *Certify their training, AND*
- *Develop/maintain a current training record for their hazmat employees*

## Additional Training Options

Infectious substance packing and shipping training is available for purchase from the following vendors:

- **Saf-T-Pak** [Various Modalities of Packaging and Shipping Training Offered](#)
  - [Shipping Infectious Substances and Related Materials, incl. Category A \(UN2900, UN2814, UN3373\) Online Training Course](#)
- **Eduwhere:** [Shipping Infectious Substances](#) (IATA and DOT) Online, 6 contact hours
- **LabCE:** [Packaging and Shipping Infectious Materials](#), Online, 2 contact hours
- **Citi Program:** [Shipping and Transport of Regulated Biological Materials](#) Online, Organization price available
- **Dangerous Goods International:** [Various Modalities of Packaging and Shipping Training Offered](#)

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**Regardless of the training source, the employer is responsible for ensuring that the training meets all of the requirements under DOT (and IATA, if applicable).**



**Hazmat employees that ship Category A samples are required to be certified. Employers are responsible for certifying that their hazmat employees have been trained and tested in accordance with the regulations.**

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## Packing and Shipping Resources

### Association of Public Health Laboratories (APHL)

- [Packaging and Shipping Evaluation Tool](#)
- [Clinical Laboratory Preparedness and Response Guide](#) (page 188)
- [Packaging and Shipping Toolkit](#)
  - [Packing and Shipping Infectious Substances Training Requirements Job Aid](#)
  - [Packing and Shipping Guidance for Biological Substances, Category B Specimens](#)
  - [Clinical Specimen Handling and Tracking Learning Modules](#) (Module 1)

### American Society for Microbiology (ASM)

- [Packing and Shipping Infectious Substances](#)

### Department of Transportation (DOT)

- [Transporting Infectious Substances Overview](#)
  - [Transporting Infectious Substances Safely Brochure](#)
- [Hazmat Transportation Training Requirements](#)
  - [Guide to Developing a Hazmat Training Program](#)
- [eCFR :: 49 CFR Chapter I Subchapter C -- Hazardous Materials Regulations](#)
  - [eCFR :: 49 CFR 173.196 -- Category A infectious substances](#)

### International Air Transport Association (IATA)

- [Dangerous Goods Regulations](#) \$
  - [Infectious Substances Shipping Regulations](#) \$
  - [Division 6.2—Infectious Substances 3.6.2](#)
- [Dangerous Goods Training Guidance](#) *Effective January 1, 2023*

### [TDH Quick Guide: Packing and Shipping Category A Substances](#)

#### [CDC Packing and Shipping Job Aids](#)

- [Department of Transportation \(DOT\) Job Aid – Shipping by Motor Vehicle Courier/ Ground](#)
- [International Air Transport Association \(IATA\) Job Aid – Shipping by Air](#)
- [Packing Category A and B and Exempt Human and Exempt Animal Specimens](#)
- [Labeling, Marking, and Documenting Requirements](#)
- [Shipping Papers](#)

**Need Additional Assistance? Contact TDH Laboratory Training [LabTraining.Health@tn.gov](mailto:LabTraining.Health@tn.gov)**