**State of Tennessee Dept. of Health Newborn Screening shipping steps for Primary Care Providers & Midwives via FedEx**

The Tennessee State Lab wants Newborn Screening blood samples sent via FedEx for a reliable and trackable service. Below are steps to use to send the State Lab dried blood spot samples:

1. Use the FedEx Billable Stamp that was provided to you and affix to envelope exterior. FedEx will not bill you for this service.

 

1. Place dried blood spot samples in a FedEx Envelope or similar container/mailer. **Do not** place in a biohazard bag or any plastic or poly bag before placing in envelope.

 

1. Here are two ways to ship via FedEx to the State Lab:
	1. Call 800.463.3339 for a pickup at your location.
	2. Drop package off at a FedEx Office location, Authorized Ship Center.
	3. For the best preservation of your sample DO NOT USE A DROP BOX.
	4. To find the nearest FedEx location, go to www.fedex.com and search for FIND A LOCATION:



* 1. If your location has an automatic daily FedEx pickup, just place package with your outgoing shipments.
1. Track your package to the State Lab via the tracking number of the Billable Stamp. See left side for a peel off tracking number sticker. Track your package at [www.fedex.com](http://www.fedex.com).