

## ANIMAL RABIES LABORATORY SUBMISSION FORM

### INSTRUCTIONS

Use one form for EACH specimen  
 Complete all information  
 Label each specimen to correspond with the submission form  
 Read full instructions on last page

### FOR LAB USE ONLY

Laboratory Assigned Number

Date Received

Time Received

Method of transport

### SUBMITTER INFORMATION

Name of facility

Phone

Street Address

Fax

City

State

Zipcode

### ANIMAL INFORMATION

Animal Species

Date of collection/death/euthanasia

Other

Did the animal show signs of rabies?

Yes

No

Unknown

### DOMESTIC ANIMALS ONLY

Was animal vaccinated for rabies?

Yes, up to date

Yes, not up to date

If dog, breed?

No

Unknown

### OWNER INFORMATION

Last Name

First Name

Street Address

City

Zip Code

County

### LAB SUBMISSION

For IDPH Lab submission must select one of the following

Bite from high risk species \*

Saliva from high risk animal into open wound or mucus membrane

Bat in room with person sleeping

Person with physical contact with bat

Bat in area with pet, small child, person with dementia or impaired individual

Bat in house where anxiety in the family is high and there is concern about whether they will seek rabies PEP

Unprovoked bite from pet, after approval from local health department

Other: Approved by local or state health department

**high risk species include neurologic animal, bat, raccoon, skunk, fox and coyote**

All other specimens should be sent to UI CVM laboratory including:

- Healthy dogs, cats, ferrets, small rodents or rabbits that have bitten someone in a provoked manner
- Bats found outside with no known exposure to people or pets

## EXPOSURE INFORMATION

Date of first exposure Domestic animal Human

Last Name First Name

Street Address

City Zip Code County

Phone Number of person exposed or owner of the pet that was exposed

Date of first exposure Domestic animal Human

Last Name First Name

Street Address

City Zip Code County

Phone Number of person exposed or owner of the pet that was exposed

Date of first exposure Domestic animal Human

Last Name First Name

Street Address

City Zip Code County

Phone Number of person exposed or owner of the pet that was exposed

Description of exposure

## Guidelines for submission of rabies specimens

### What animals can be submitted for rabies testing at the IDPH laboratory?

1. Check with the LHD and local animal control to verify if testing is needed
  - a. Animals that have not exposed a person or domestic animal should not be submitted for testing.
  - b. Animals (other than bats) showing signs of rabies, regardless of an exposure.
  - c. Healthy dogs, cats or ferrets who have bitten in a provoked manner should be held 10 days rather than tested
  - d. Bats that are present in a home and may have exposed a person or pet can be submitted for testing. Do not submit bats found in a building or outside where no human or pet exposures occurred even if the bat appears to be paralyzed or ill.
2. NOTE: All healthy dogs, cats and ferrets who bite in a provoked manner and are euthanized before the 10 day observation period, rabbits, rodents, bovine, deer, elk, horse or ovine should be submitted to the UI CVM laboratory. Any mammal can be accepted at the UI CVM laboratory. A fee is charged for testing.

### How to prepare specimen

1. Head/brain removal for rabies suspect animals should only be done by individuals who are immunized against rabies and trained in the proper precautions and wear PPE to avoid exposure
2. Clean and disinfect all instruments used for head removal after each use

### Submission to the IDPH laboratory

- NO live animals will be accepted
- If animal weighs less than 2 lbs (e.g. bat) whole carcass can be submitted
- For all other animals only submit the head
- ONLY rabies testing is done on animal brains
- No fee for testing at the IDPH laboratories

### Packaging and transportation

1. IDPH has no pickup and delivery service and assumes no responsibility for any specimen until it is received and identified.
2. Place the specimen in a primary container such as a sealed plastic bag. Bats and other small animals must be placed inside a clear zip-lock bag or equivalent. Place the primary container in a watertight secondary container with sufficient absorbent material to assure complete absorption if leakage should occur. If plastic bags are used, please TRIPLE bag each specimen. Place the test requisition on the outside of the secondary container. Package forms so they remain clean.
3. Place the secondary container inside a rigid outer container with sufficient cold packs to maintain refrigeration temperatures. The minimum volume of cold packs surrounding the specimen is double the size of the specimen (never use ice cubes)
4. Ample insulation surrounding the specimen and cold packs are essential (e.g. Styrofoam packing material or newspaper).
5. Do not freeze specimens unless the specimen is held over a long weekend or if the animal is decomposed. Cold, not frozen is the general rule. Do not package rabies specimens with dry ice since dry ice may freeze the specimens.
6. Pack rabies specimens separately from other types of specimens (even if they are going to the same lab)
7. Messenger/courier by ground transport. Place the secondary container and test requisition in the shipping container. The shipping container must be rigid such as a cooler and labeled with the UN3373 biological substance category marking. Close securely. Styrofoam coolers must be placed in a cardboard box.
8. Commercial carrier by ground/air transport. Place the secondary container and test requisition in the shipping container. Label the outer shipping container with the appropriate address. Complete the return address section to include the name of the person shipping the package, business name and address and a business phone number. The shipping container must include the UN3373 biological substance category B marking.
9. Do not ship specimens to arrive on a holiday or weekend. Only ship on Thursdays if guaranteed overnight delivery.
10. If an urgent specimen needs to be tested over the weekend call the IEMA number 1-800-782-7860 to make arrangements.

### Illinois laboratories doing testing

#### IDPH, Division of laboratories

1. 1155 South Oakland Ave, Carbondale IL 62901, 618-457-5131
2. 2121 W Taylor St, Chicago IL, 60612, 312-793-4746
3. 825 N Rutledge St, Springfield, IL, 62702, 217-782-6562

University of Illinois, Veterinary Diagnostic Lab, Room 1137

PO Box U, 2001 South Lincoln Ave

Urbana IL 61802

217-333-1620