

Collection and Submission of Food Sample for Bacteriological Examination



Kentucky Public Health
Prevent. Promote. Protect.

Supplies Needed for Food Sample Collection



Food Collection Kit



State Seal DFS-224

Submission Form LAB504

Collection



Food Collection



State Seal



Packaging

1. Collect a minimum of 100 grams (3.5oz) of food using aseptic techniques.
2. When possible submit food in original and/or an unopened container.
3. If the sample is not in the original container, transfer sample to appropriate sterile container using the sealed utensils provided in the food collection kit .
4. Seal container with official seal.
5. Samples should be shipped temperature controlled to prevent compromising the integrity of the sample. When in doubt refrigerate sample during transport. Use freezer packs. Frozen samples should be kept frozen.
6. Place sample in cardboard box with styrofoam cooler or use other type of mailable package. Cushion sample to reduce movement during shipment.
7. Completely fill out a submission form for each sample (Lab504). Lab504 can be printed from <http://chfs.ky.gov/dph/info/lab/Forms.htm>
8. Replace styrofoam lid and place Lab form 504 on top.
9. Seal box with tape and place shipping label on the outside of the box.
10. The laboratory will accept and test authorized food samples only. Contact the Food Safety Branch at (502)564-7181 and the Division of Epidemiology, Infectious Disease Branch, Reportable Disease Section at (502)564-3261 for authorization of all food samples before shipping.
11. Ship or transport food samples overnight/next day.

If you have any questions about collection or submission of food samples, contact the Division of Laboratory Services at (502) 564-4446.