

New Mexico Department of Health

Public Health Division Laboratory Standard Operating Procedure (SOP) Monkeypox Addendum

July 2022



**Public Health Division
New Mexico Department of Health
1190 South St. Francis Drive
Santa Fe, New Mexico 87505**

MONKEYPOX SCREENING/SPECIMEN COLLECTION

I. PURPOSE

This guidance is based on what is currently known about the Monkeypox virus. Monkeypox is caused by infection with the monkeypox virus. Monkeypox is a part of the same family as smallpox but has milder symptoms and is rarely fatal. Monkeypox is not related to chickenpox.

II. CLINICAL FEATURES

The following symptoms may appear up to 21 (usual 1-2 weeks) days after exposure:

1. Fever
2. Chills
3. Headache
4. Muscle aches and backache
5. Swollen lymph nodes
6. Exhaustion
7. A rash that can look like pimples or blisters that appear on the face, inside of the mouth, and other parts of the body, like the hands, feet, chest, genitals, or anus.

III. PROCEDURE

A. Collection of Swab Specimens:

1. Call NM DOH ERD call line 505-827-0006.
2. Use personal protective equipment (PPE) for standard, contact, and droplet precautions. (N-95, eye protection, gown, gloves)
3. If the patient has multiple lesions, swab up to 4 lesions, preferably from different locations on the body and/or from lesions with differing appearances.

4. Vigorously swab each lesion **with two** separate sterile dry polyester or Dacron swabs (one sample for preliminary and one for confirmatory testing at CDC). Do not use cotton swabs.



5. Place each swab in a separate sterile/clean container: a 13mL dry tube that SLD sends with the Monkeypox kits (preferred) or urine cup or pour-off tube.



6. **Do not add or store in viral or universal transport media.**
7. Two swabs are collected for each lesion site. Vigorously swab the identified lesion with one of the provided swabs and place in one of the sterile/clean containers. Make sure to label the tube correctly with name, DOB, address/phone number, AND date and time collected, collection site, and MRN if available.

8. Take the second swab and vigorously swab the lesion again. Place the swab in the second sterile/clean container and label correctly with name, DOB, address/phone number, date and time collected, and MRN if available.
9. One form is submitted for both specimens in the SAME marked biohazard bag.
10. Each lesion site (two swabs per lesion site) that is sampled requires a separate test requisition form. Put both samples from one site in the biohazard bag with one requisition. At this time, **the** clinical submission forms will be supplied by SLD Specimen Receiving and will arrive with the ordered kits.
11. Immediately refrigerate samples (2-8°C), and contact NMDOH Epidemiology Division 24/7 at (505)-827-0006.
12. NMDOH will provide shipping instructions.

Submitter information

Each clinic/operation has a unique submitter code. If your organization does not have one leave blank and SLD will generate a code. Use your organizations address contact number and submitter code. The Clinician name should be the person who can answer questions about testing. SLD will report results to ERD rather than the clinician directly.

Patient Information

Enter the full patient name, starting with last name (**the name is spelled correctly and is legible**). If family members are being tested with the same name, please include middle initial. Ensure the telephone number is the best contact number. A MRN is needed (NMEDSS or BEHR) . Social security numbers are not needed. *Other ID is for HIV testing only.*

Specimen Information

The specimen source would be "Skin" and include the "Site".

Specimen Collection

Date/Time must be entered. **Time needs to be in military time.**

Specimen Type

Specimen type is 'Clinical'

Clinical Symptoms

Check Symptomatic (with onset date) *as applicable. If unknown, just leave blank.*

Analysis Requested

Monkeypox PCR is auto-checked, no need to select anything else.

This form can be found at.

Label the specimen.

Each specimen needs to have name, DOB, address/phone number, date and time specimen was collected (needs to match patient information on the lab form). If there is a MRN, please include it on the label.

Package Shipping

In a container that maintains a cool temperature using some time of coolant pack. Specimens should be delivered to SLD within 72 hours to avoid delays in testing. However, specimens are able to be refrigerated for 7 days. If unable to get to the lab in 7 days, specimens can be frozen at -20°C or lower and need to ship on dry ice. See Packaging information from SLD.

Monkeypox Testing	
Laboratory Test	RT-PCR Assay
Protocol	Epidemiology
Health, Safety, and PPE	<ul style="list-style-type: none"> • Gloves • Gown (isolation or surgical) • N95 respirator • Face shield or goggles
Materials	<p>Appropriate test kit that includes:</p> <ul style="list-style-type: none"> • Instructions • Polyester, Nylon, or Dacron swab • Sterile/clean container • Absorbent material • Plastic biohazard transport bag • SLD's Monkeypox Test Requisition Form
Indications/Limitations	<p>Store kit away from light and below 30° C. Please submit a separate submission form for each site sample source (two swabs per site= one submission form).</p>
Client Assessment, Preparation	<ul style="list-style-type: none"> • Verify client name and DOB. • Prepare the client, inform about the reason for the test and obtain verbal informed consent. • Don gloves, gown, N95, and face shield or goggles while collecting specimen.
Specimen Source	Skin lesion material
Specimen Collection	<ul style="list-style-type: none"> • Call NM DOH ERD call line 505-827-0006. • Use personal protective equipment (PPE) for standard, contact, and droplet precautions. (N-95, eye protection, gown, gloves) • If the patient has multiple lesions, swab up to 4 lesions, preferably from different locations on the body and/or from lesions with differing appearances. • Vigorously swab each lesion with two separate sterile dry polyester or Dacron swabs (one sample for preliminary and one for confirmatory testing at CDC). Do not use cotton swabs. • Place each swab in a separate sterile/clean container: a 13mL dry tube that SLD sends with the Monkeypox kits (preferred) or urine cup or pour-off tube. • Do not add or store in viral or universal transport media. • Two swabs are collected for each lesion site. Vigorously swab the identified lesion with one of the provided swabs and place in one of the sterile/clean containers. Make sure to label the tube correctly with at name, DOB, address/phone number, date and time collected, and MRN if available. • Take the second swab and vigorously swab the lesion again. Place the swab in the second sterile/clean container and label correctly with name, DOB, address/phone number, date and time collected, and MRN if available. • One form is submitted for both specimens in the SAME marked biohazard bag.

	<ul style="list-style-type: none"> • Each lesion site (two swabs per lesion site) that is sampled requires a separate test requisition form. Put both samples from one site in the biohazard bag with one requisition. https://www.nmhealth.org/publication/view/form/6380/ • Immediately refrigerate samples (2-8°C), and contact NMDOH Epidemiology Division 24/7 at (505)-827-0006. • NMDOH will provide shipping instructions.
Specimen Handling	Place sterile/clean transport tube with absorbent material provided in test kit and place in biohazard transport bag.
Labelling	<ul style="list-style-type: none"> • Label the sterile/clean tube with the client's name and DOB, address/phone number, date and time, collection site, and MRN if available. A preprinted label is preferable. • Completely fill out SLD's prefilled Clinical Request Form <i>found in the collection kit</i> as completely as possible. Information provided is important for tracking patient results. Specimens and submission forms should be labeled with two identifiers (patient name, DOB, phone number) to properly match to submission form and send results to CDC. Ensure that tube label information matches the patient information on requisition form and specimen source information is correct.
Storage	Preserve at 2-8° C.
Packaging/Shipping	<p>Monkeypox RT-PCR is most successful with fresh specimens. Pack specimens with a cold pack to maintain cool temperature throughout transport. Specimens should be received by the Molecular Biology Section within 72 hours to avoid delays in testing. However, specimens are able to be refrigerated for 7 days. If unable to get to the lab in 7 days, specimens can be frozen at -20°C or lower and need to ship on dry ice.</p> <p>Samples must be packaged according to Department of Transportation or IATA regulations. Place samples in biohazard transport bags. Do not place paperwork in the same compartment as the sample. Package in an insulated cooler box. Label the outside of the box with an emergency contact name (full first and last), an emergency contact phone number, and a 'UN3373 Biological Substance Category' B label.</p> <p>If new kits are needed, e-mail at DOH-SLD-kitprep@state.nm.us or fax to 505-383-9062 For other questions regarding virus testing, call the Molecular Biology section at 505-383-9130 or 505-383-9160 or 505-383-9122.</p>
Results Units	Qualitative
Normal/Abnormal	Negative/Positive
Rejection Criteria	<p>Specimen not cold on receipt</p> <p>Specimen not submitted using approved sterile/clean container</p> <p>Specimens not received refrigerated within 7 days or if unable to get to the lab in 7 days, frozen at -20°C or lower and shipped on dry ice.</p>

SLD COVID-19 Test Request Form

See example below- requisitions will be sent with ordered kits.



SLD CLINICAL TEST REQUEST FORM

Scientific Laboratory Division
1101 Camino de Salud N.E.
Albuquerque, NM 87102

SLD LAB NO. ONLY
ONE FORM PER SPECIMEN

PLEASE PRINT LEGIBLY

Header section containing form codes, dates, and user codes with checkboxes for selection.

Submitter and Patient Information section with fields for facility name, address, phone, patient name, gender, date of birth, and patient ID.

Clinician and Race/Ethnicity section with fields for clinician name, phone, and checkboxes for race and ethnicity.

Specimen Information section with a grid of checkboxes for various specimen types and collection sites.

Specimen Collection and Type section with fields for date/time collected, specimen type, and clinical symptoms.

Analysis Requested section with a grid of checkboxes for various laboratory tests including bacteriology, virology, and molecular biology.

Vertical text on the right edge of the form containing contact information and form codes.