**CDC Model Performance Evaluation Program (MPEP) for *Mycobacterium* *tuberculosis* Drug Susceptibility Testing**

**Attachment 5**

**Pre-shipment Email**

**Pre-shipment Email**

**Date:**

TPEP#:

Dear Participant:

**The November shipments of cultures of *Mycobacterium tuberculosis* Complex (MTBC) will be shipped from CDC on (Dates).**

The shipment to your laboratory will consist of five isolates of MTBC. Some institutions require delivery of all incoming mycobacteria cultures to a mailroom or central receiving area. If this is the policy in your institution, please arrange for timely delivery of the cultures to your laboratory.

**Changes to your laboratory’s mailing address or point of contact as shown below should be sent to** [**TBMPEP@CDC.GOV**](mailto:TBMPEP@CDC.GOV) **by (Date) COB.**

**Contact and Address Information:**

Name

Participant Site

Address

City, State Zip Code

Phone:

Fax:

Email:

Result entry instructions will be sent with the isolate shipment. **If you misplace your letter containing this information, or have difficulty submitting results on-line please contact the TBMPEP Program at 404-639-4013 or** [**TBMPEP@CDC.GOV**](mailto:TBMPEP@CDC.GOV)

**If you do not receive your cultures by noon on (Date), or if any cultures were damaged in transit, please contact** **the TBMPEP Program at 404-639-4013 or** [**TBMPEP@CDC.GOV**](mailto:TBMPEP@CDC.GOV).

We appreciate your continued interest and participation in the program.