

NON GYN SPECIMEN REQUIREMENTS - SUMMIT PATHOLOGY

**CAUTION: Check for Microbiology orders, if any Microbiology tests are ordered -
The sample must go to the Microbiology lab first.**

Labeling, requisition, packaging:

Label: Specimen label must be labeled with two separate and unique identifiers.

Requisition: All specimens must be accompanied by a Summit Pathology requisition form, "Cytology/Molecular/AP Requisition". Non-GYN cytology information is located on the bottom portion of the form. Requisition forms must contain patient name, date of birth, complete address and phone number, insurance information, date of specimen collection, physician name, appropriate clinical history, ICD10 code, site of specimen, and testing requested.

Packaging: Place specimen container into the main part of the plastic biohazard bags supplied by Summit Pathology. The requisition form should be placed into the outer pouch of the bag.

Formalin/CytoLyt should be added within one hour. Ensure fluids are well-mixed prior to aliquoting specimen off for pathology and adding CytoLyt. Greater than 50 mL is ideal for cytology, however, smaller volumes will be accepted.

- **Body Fluids (except CSF)**
Body fluid, such as ascites, peritoneal, pericardial and joint fluid should be submitted fresh, when obtained at a facility with pathology services on site, and should be refrigerated until pickup by a Summit authorized courier. In other cases, the fluid should be submitted in **CytoLyt** unless the sample is >50 ml.
- **Breast/ Nipple Discharge** should be submitted on an alcohol fixed or air-dried slide.
- **Brushes**, such as bronchial and ureteral should be fixed in **CytoLyt** to cover the specimen.
- **Bronchial Washings**, including BAL should be submitted in **CytoLyt**.
- **Bronchial Biopsies** should be submitted in **Formalin**.
- **Cerebrospinal Fluid**
Submission of CSF specimens may include an air-dried Wright stained slide in addition to the fluid specimen sample. If the specimen is being submitted from 7 am Monday until 4 pm Friday, refrigerate the fresh specimen until pickup by a Summit authorized courier. If the specimen is being submitted after 4pm on Friday, submit the specimen in **CytoLyt**.
- **Fine Needle Aspirations** from the breast, thyroid or other area should be submitted in **CytoLyt** Solution.
- **GMS silver stain** – performed on hard substances (such as nail or tissue) or fluid. Tissue/nail submitted in **Formalin**. Fluid submitted in **CytoLyt** Solution.
- **PAS** – fungal smear on skin or nail that should be submitted in **Formalin**.
- **Sputum** should be submitted in **CytoLyt** Solution.
- **Stones** – Kidney, Urethral, Bladder: **DO NOT** add formalin. **DO NOT** send to Summit Pathology. Refer to NOCO online test catalog for specimen handling and current ordering instructions from reference lab.
- **Tzanck smears** should be submitted in 95% reagent alcohol or spray fixative
- **Urine** should be submitted in **CytoLyt** Solution or 50% alcohol. Indicate which method was used to obtain the specimen (voided, catheter, bladder wash).

Specimens for routine pathological evaluation should be submitted in 10% neutral buffered formalin. The amount of formalin should ideally be at least 10 times the volume of the specimen. A formalin health hazard label must be on each container (OSHA requirement). Be certain that small specimens do not get caught in the lid or the side of the container. Any breast tissue should have the in-formalin time noted on the requisition.

All biopsies should be submitted in formalin with the exception of:

• Fresh or frozen section specimens	• Skin biopsies for immunofluorescence or electron microscopy
• Flow cytometry specimens	• Bone marrow biopsies for flow cytometry
• Lymph node biopsies	• Specimens submitted for chromosome analysis
• Muscle and nerve biopsies	• Products of conception if cytogenetic analysis is requested
• Renal biopsies	