

COMPUNET CLINICAL LABORATORIES

HISTOLOGY PROCEDURE

Surgical Specimen Care, Transportation, and Processing

SYS-HISTO .372

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REVISION HISTORY

Major or Minor?	VERSION	DATE	SUMMARY OF CHANGES	TRAINING REQUIRED? YES OR NO
N/A	1.0	12/1/2018	New Format	N
Minor	1.1	3/16/21	Changed to System policy, changed title and wording to include the Premier Health system	N

EFFECTIVE DATES

Applicable only to System Policies/SOPs. See iPassport for documentation of initial Medical Directors authorization.

DATE	LABORATORY SITE
Yes	Miami Valley Hospital
Yes	Miami Valley Hospital North
Yes	Miami Valley Hospital South
Yes	Atrium Medical Center
Yes	Upper Valley Medical Center

REVIEW REQUIRED

YES	NO	CATEGORY
	x	All CompuNet Staff
	x	Technical Management
x		Non-Technical Management
x		Histotechnician
	x	Processors
	x	Phlebotomists
x		Other (list): Technical Assistants

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Purpose:

This policy describes how surgical specimens are handled and moved from the Surgery area to other areas of the Miami Valley Hospital South (MVHS) and its Laboratory for transportation to the Histology Lab of Miami Valley Hospital (MVH).

Responsibility:

It is the responsibility of the manager/team leader of each area mentioned in this policy to approve this plan.

It is the responsibility of all team members involved in each area to read, understand and perform this procedure as written. All staff is required to go to their direct manager if events deviate from this procedure.

Procedure:**Routine Specimens:**

1. **Routine specimens** are tissues removed in a surgical procedure and placed into **10% formalin fixative**. Such specimens require no refrigeration or special handling.
2. Tissue removed from each surgical site is placed into a collection container that has room for the formalin to surround the tissue.
3. A patient label is placed on each specimen container. A corresponding site description should be on the requisition and label. *(The site description gives location information about where the specimen was taken from e.g. Rt Breast, Skin ellipse Lt. Upper Arm etc.)*
4. If multiple specimen sites are biopsied in the same surgical session, then the site description on the specimen container and description on the requisition must match. Specimens from the same case are frequently listed in chronological order, however, a FRESH specimen from the procedure could be sent to the lab prior to the remaining specimens so do not be disturbed if a specimen is numbered 2 or 3 with no other specimen's present. The remaining specimens from the case will arrive later.
5. **A requisition(s) must contain the same information found on every specimen jar.** Specimen labels should never be placed on the container lid. The label must be on the side of the container to minimize patient error in the lab.

Special studies:

1. **Frozen Section** Must be sent Fresh (no formalin) to the Path lab for immediate freeze and rapid diagnosis. For cases involving multiple specimens, surgery personnel verify that all specimens are present before the case is signed off by the lab personnel.
2. **Lymph nodes** Must be sent fresh to the Path lab unless the surgeon states otherwise.
3. **Lymphoma Workup/ FLOW** A fresh specimen is submitted in a sterile container. CompuNet Lab personnel call for STAT courier and call MVH Histology department at 208-3595 to inform specimen is in route.

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4. **Crystals** A fresh specimen wrapped in moist saline gauze is submitted in a sterile container. Compunet Lab personnel call for STAT courier and call MVH Histology department at 208-3595 to inform specimen is in route.
5. **Kidney/bladder stones** are sent dry in a sterile cup.
6. **Cultures** are sent to the Compunet Lab in appropriate collection containers.
7. **Foreign bodies** are collected in any appropriate container.
8. **Breast Needle Localization:**
Breast Needle Localization specimens are placed in or on an AccuGrid or a collection Box. (See photos) Once the specimen has been radiographed it cannot be moved (jarred, jiggled, handled roughly, turned upside down, opened etc.) Such movement could alter the orientation of the specimen and destroy the ability to sample the correct area of the tissue.

These specimens are always fresh and must be transported to the lab for immediate examination by the Pathologist or STAT Courier Pick Up. Lab personnel will call for STAT courier and call MVH Histology department at #3595 to inform specimen is in route. The STAT courier must be directed to deliver specimen directly to the MVH Histology Department.

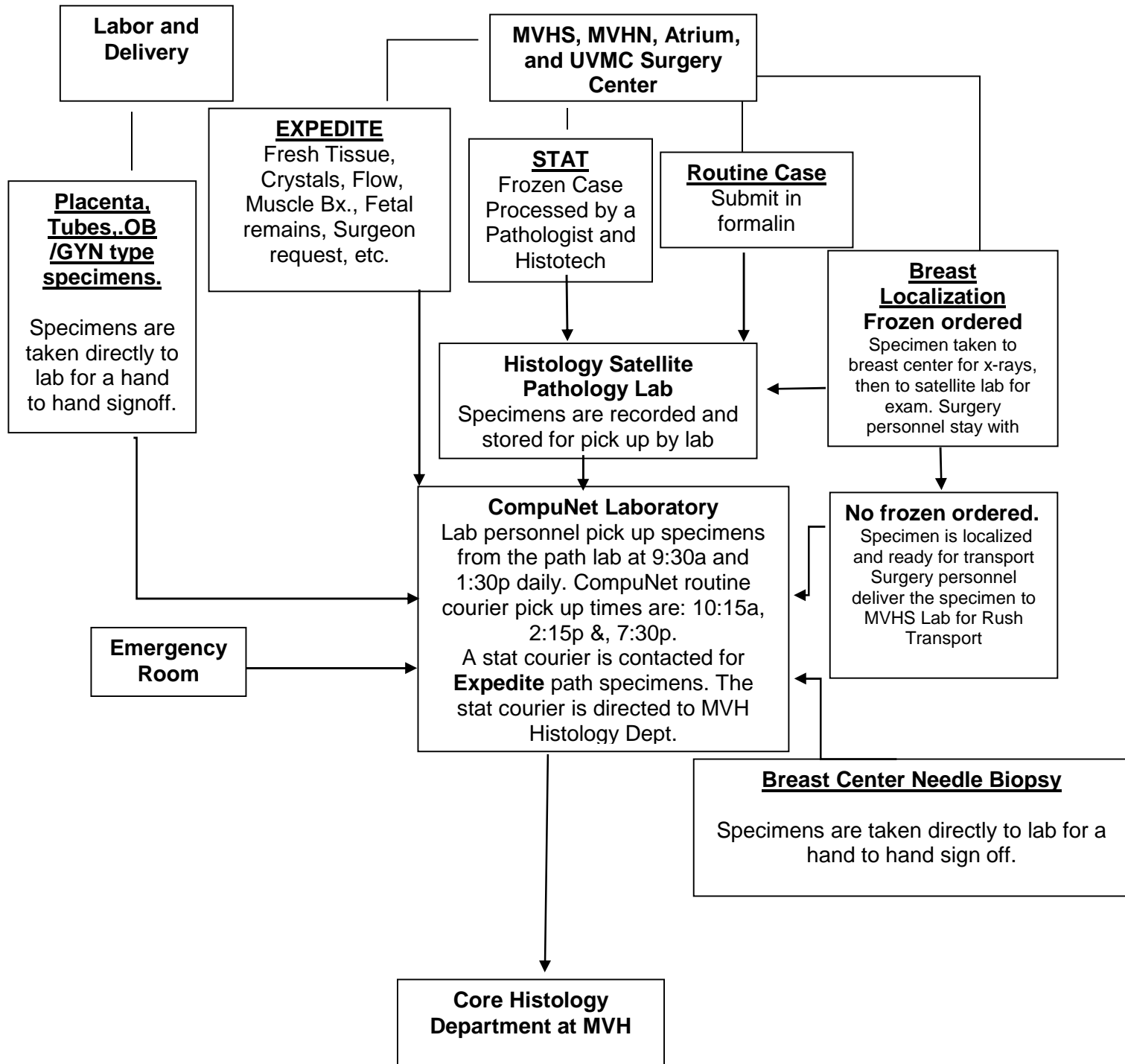
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If you have any questions concerning surgical specimens call Histology at 208-3595. If Histology department is closed, ask for the On-Call Histotech or Pathologist for a resolution.

PATHOLOGY SATELLITE SPECIMEN FLOW



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