

PROTOCOL FOR HISTOLOGY SPECIMENS

The Histology Laboratory is staffed 0600-1530 Monday through Friday.

For questions regarding the availability of STAT results please call the Histology Laboratory during the staffed hours at 570 522-2516 or 570 522-4042.

When sending specimens to the surgical pathology (histology) lab, please make sure the specimen is in a formalin-filled container (unless specifically directed to the contrary by one of the pathologists) and is labeled with the patient's name, birth date, date of collection and specimen site. If there is more than one specimen on the same patient, place each specimen in its own, separate container, and label with name, spec. A, B, C, etc. to correspond with the surgical pathology slip and date of collection. Only one slip per patient please.

For example 2 skins should be in 2 containers labeled A and B

The surgical pathology slip would be marked:

A skin 5th R toe

B skin 5th L toe

The surgical pathology slip must be filled out to include name and address of patient, birth date, date of surgery, location (office, ODS, Room #, ER, etc.), physician, pre-op diagnosis (including history), operation, post-op diagnosis, organs or tissues and specimen source. **See surgical pathology slip instructions.**

PROCEDURE FOR SUBMISSION OF SURGICAL PATHOLOGY SPECIMENS:

All specimens should be submitted with a completed Histology requisition. Some specimens also need a second form completed. The Histology technician needs to be notified when delivering the following specimens. **If after hours the pathologist "On Call" will need to be notified.**

1. **Frozen Sections:** send the specimen fresh and deliver immediately to Surgical Pathology. A Frozen Section requisition should be completed and sent with the specimen. When the case is completed a histology requisition needs to be sent to Surgical Pathology.
2. **Lymph node biopsies:** send the specimen fresh and deliver immediately to Surgical Pathology. Please include a completed Histology request form. Patient history and diagnosis under consideration must be included on the form. If special studies such as flow cytometry for lymphoma are requested the specimen should be in the Surgical Pathology lab by 2 pm Monday through Friday. Exception: these should not be done the day before a holiday.
3. **Muscle or nerve biopsies:** Inform the Histology lab at least 48 hours before a muscle biopsy is scheduled. We will make sure you have the required form to complete. Muscle or nerve biopsies can be scheduled Monday through Thursday (unless it's a day before a holiday). The biopsy needs to be scheduled so the specimen is in the Surgical Pathology lab no later than 2:00pm. Please include a completed Histology requisition with the specimen.
4. **Cytogenetics specimens:** send to Surgical Pathology fresh. Please include a completed Histology requisition with the specimen. **The request for cytogenetics will need to be hand written on the form.** When possible have them in the lab by 2pm. If after 4pm the pathologist on call will need to be notified of the specimen.

5. **Liver biopsies for hemachromatosis:** place fresh (NO saline) into a metal free container. This container is available from the Histology lab. Submit with a completed Histology requisition. The request for hemachromatosis will need to be hand written on the form.

All other routine specimens should be submitted in formalin with a completed Histology requisition. Specimen container should be labeled with the patient name, birth date, specimen site and date. There should be enough formalin in the container to completely immerse the specimen. Routine specimens delivered to the Histology lab should be placed in the Histology refrigerator.

CAUSES FOR REJECTION OF SPECIMEN:

1. They are in unlabeled or improperly labeled containers.
The specimen container needs a label with patient name, birth date, specimen, site and date on the side. Please be sure the labels correspond with the information on the request slip.
2. They are not in formalin (specimen cannot dry out!) the only exception is if the specimen is for frozen sectioning, lymphoma testing, or special studies which require fresh, unfixed tissue--no formalin or saline.
3. Specimens are submitted without a surgical pathology slip or with an incomplete surgical pathology slip.

A fax will be sent requesting missing information. The specimen will not be processed until the information requested is received by the Histology Laboratory.

Surgical Pathology Slips

Please Use Only *ONE* Slip Per Patient Per Visit

1. Name
2. Address
3. Birth Date
4. Social Security number
5. Submitting Physician
6. Any Additional Physicians that should receive a copy of the report
7. Date Specimen was collected
8. Patient Location (ex. OR, ODS, ROOM #, Out Patient etc..)
9. Requester (The person filling out the Pathology Slip)
10. Any Pre-Op Diagnosis
11. Any Patient History (Include hormone and/or other therapy)
12. L.M.P. (OB/GYN Patients)
13. Operation
14. Post-Op Diagnosis
15. Tissue submitted (Specimen Type And Body Site)

EXAMPLE



HISTOLOGY DEPT. • 570-522-2516
 John J. Kryston Jr., DO, Pathologist
 Robert W. Lamparter, MD, Pathologist
 Soria Y. Newton, MD, Pathologist
 Maria M. Fasano, MD, Pathologist
 Jenny L. Boyle, MD, Pathologist

NAME		1	ADDRESS		2	SEX: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE			
BIRTH DATE		3	SOC. SEC.		4				
SUBMITTING PHYSICIAN	5	ADDTL DOCTOR COPY TO:	6	DATE COLLECTED	7	PATIENT LOCATION	8	REQUESTOR	9
PRE OP DIAGNOSIS		10	HISTORY (INCLUDE HORMONE OR OTHER THERAPY)		11	L.M.P. DATE		12	FOR LAB USE ONLY
OPERATION		13	POST OP DIAGNOSIS		14	TISSUE SUBMITTED (SPECIMEN TYPE AND BODY SITE)		15	
BREAST SPECIMENS:		TIME EXCISED:		TIME IN FORMALIN:					

Specimens Not Requiring Pathologic Examination

Principle: According to the PA department of Health Regulations 28.135.15 the hospital may elect not to require the examination of certain specimens that yield no pathologic information.

Purpose: To provide a list of surgical specimens not requiring a pathology gross examination.

The following specimens are not required to be examined but the surgeon may elect to send any of these specimens for pathologic examination if it is deemed necessary.

ENT:

- Ventilation tubes
- Tonsils and adenoids on children under age 12
- Nasal septal cartilage / tissue from septoplasty procedures
- Skin without lesion removed for closure or cosmetic reasons
- Palate / uvula and other tissue from sleep apnea surgery
- ENT foreign bodies without attached tissue and having no forensic value
 - Note: ALL bullets, BB's, Pellet gun pellets and any other projectile must be sent for documentation

Plastic & Cosmetic Surgery

- Normal skin and subcutaneous tissue removed solely for cosmetic reasons and without lesions.
- Breast implants removed or exchanged for non-pathologic reasons

Orthopedics:

- Arthroscopic shavings/ meniscus

Spine Surgery

- Disc material and decompressed bony material

Obstetrics

- Placenta if examined by physician and documented
- IUD

Other

- Atherosclerotic plaque

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Autopsy Policy

Purpose: To provide clear direction for the handling of bodies to be autopsied.

Policy: All autopsies will be performed at JC Blair Memorial Hospital in Huntington. See Nursing Manual for information regarding nursing responsibilities pertaining to autopsies. Ultimately nursing will contact the pathologist on call. The pathologist on call will contact JC Blair as well as arrange for transportation of the body.

Procedure:

- To arrange for an autopsy call JC Blair at 1-814-643-8636. The pathologists performing our autopsies will be Gordon Handte, MD or Harry Kamerow, MD.
- Wanda Walters will arrange for her autopsies directly through JC Blair. Our cost will be around \$1300.00.
- To arrange for transportation call Roupp Funeral Home at 966-2402, Cronrath Funeral Home at 524-5031 or Shaw Funeral Home at 524-0320. Their fee will be around \$300.00.
- The funeral home taking care of the funeral arrangement will pickup the deceased at JC Blair. The funeral directors have all agreed to do this but their availability is dependant on their other services. If none of the funeral homes listed are available, you may contact the local ambulance services.