



## Department of Pathology and Laboratory Medicine

### PROTOCOL FOR COLLECTION AND SUBMISSION OF SURGICAL PATHOLOGY SPECIMENS AND BIOPSIES ORIGINATING FROM ANY AREA OF LEXINGTON MEDICAL CENTER

#### REQUISITION TYPES REQUIRED

1. OR / Endoscopy / LMC-Irmo Surgery / LMC-Lexington Surgery / LMC-Northeast--- Standard Pathology Requisition and Frozen Section/Gross Consult Form if required
2. Labor and Delivery—Placenta Requisition or Specimen Requisition
3. Nursing Floors, ED and Radiology—Specimen Requisition
4. Offices and Urgent Cares—Specimen Requisition

Please note a requisition can be printed from Epic after the order is placed.

#### NURSES' and/or OFFICE STAFF RESPONSIBILITY

**\* If any specimen is to be delivered fresh and is removed after hours (530 pm. – 7 a.m. Monday through Friday, or on weekends), please the Daily Operations Supervisor of the Laboratory at 803-936-7180 to ensure proper specimen handling.**

1. The following specimen and specimen types require special handling and/or fixative and should be sent to pathology in the manner listed below:
  - a. All tissue for frozen section or Gross Consult Should be sent Fresh- Pathology will pick up from the OR and ENDO, All other frozen or consult cases from other areas should be delivered to pathology as a STAT.
  - b. All endoscopy biopsies – (esophagus through anus) and respiratory tract biopsies (nose through lungs) – GI Fixative or Zinc Formalin.
  - c. Muscle biopsies – delivered fresh with muscle clamp attached. Must be considered a STAT specimen
  - d. Tissue for culture – Must be sent fresh and in a sterile container—Send to micro first unless it's a large specimen that pathology needs to address first.
  - e. Breast tissue---delivered fresh ASAP
    - i. Breast tissue from LMC-Lexington, Irmo and Northeast can be sent in 10%NBF, The time placed in fixative must be marked on the requisition.
    - ii. If formalin is not available it must be sent STAT

- iii. All Breast tissue from the ambulatory surgery centers should be sent over to the lab immediately and not left for overnight delivery.
    - iv. Breast reductions do not need to be a stat
  - f. Lymph nodes that require Lymphoma work-up / Flow Cytometry or Microbiology should be sent fresh (and sterile if micro required)
    - a. Lymph nodes from ambulatory surgery centers should be sent as a STAT specimen
  - g. Kidney biopsies in Radiology that require a pathologist in attendance should be scheduled and the pathologist should be called when the radiologist is in the room and ready.
- 2. All other specimens should be sent to pathology in 10% NBF, with the fixative completely submersing the tissue.
  - a. OR and Endo will call pathology to pick up Frozen / Gross Consult and other specialized cases that do not get formalin
  - b. For OR specimens, if they do not fit in a pre-filled formalin container, those are brought up to pathology by the OR
  - c. OR, ENDO, and L&D specimens are left one of the two specimen rooms in the OR
  - d. All other areas have the tissue delivered to pathology either by courier or staff delivery
  - e. The OR and Ambulatory surgery centers are responsible for ordering formalin
  - f. Nursing floors, endo, radiology, urgent cares and offices can call pathology for formalin
  - g. Pathology will send GI / Zinc formalin to areas that collect Endoscopy specimens
- 3. All specimens require an accompanying pathology requisition. The requisition should include: Patient information, surgeon's name, date of procedure, tissue collected, any physicians requiring a copy of the report and a reason for procedure or clinical history. All specimen containers should have a patient sticker on the side and top (if possible).
- 4. Surgical Pathology does not use a tube so all specimens (with the exception of the OR and Endoscopy, who have a designated area) should be delivered to Surgical Pathology. All specimens that need to be delivered to pathology after 5:30pm Monday-Friday and on weekends should be delivered to the tube station in the clinical laboratory.
- 5. Surgical Pathology specimens must have an order placed in Epic
  - a. All Offices and Urgent care specimens will use order code "OSUR" outpatient surgical pathology
  - b. OR, ENDO, ED, L&D, Radiology, Nursing floors will need to use code "ISUR" inpatient surgical pathology
    - i. Yes—even if your patient is an "outpatient" if you are in one of the locations listed in "b" you use the ISUR code
- 6. Please call Surgical Pathology with any questions at 803-791-2404