

CHECKLIST

TISSUE FOR CYTOGENETIC & PATHOLOGY STUDIES

Completion of Requisition Form

- Complete the **ENTIRE** POC/Fetal Tissue requisition form (see Tab #3 – Sample Requisition). See Tab #1 – General Information for an explanation of cytogenetic POC/fetal tissue tests and pathology studies.
 - **For fetuses ≥ 20 weeks, or a fetus of any gestation born alive, a Nationwide Children's Hospital autopsy permit is REQUIRED** (see Tab #4 – Forms).
 - **If the baby was born alive and lived long enough to get a medical record number/hospital registration, submit non-placental samples under the baby's name/MRN, NOT under mother's name.**
 - For **placental samples only or stillborn fetuses**, submit the sample(s) under the mother's name/medical record number.
- Complete the disposition of remains box on the POC/Fetal Tissue requisition form.
 - If the specimen does NOT contain any fetal tissue, the lab will treat the sample as a surgical specimen and dispose of it accordingly.
 - If the fetus is less than 20 weeks, the lab will treat the sample as a surgical specimen and dispose of it accordingly UNLESS information regarding where to send the sample is indicated.
 - **If the fetus is ≥ 20 weeks, or was born alive at any gestational age, this box MUST be completed before results will be released. Indicate whether the specimen should be returned to the ordering facility, funeral home, or disposed of accordingly.**
 - **If the sample is to go directly to a funeral home from Nationwide Children's Hospital, applicable information for creation of the Death Certificate by the funeral home must be included.**
See Tab #1 – General Information Pathology Studies section for further details.
- A copy of the maternal hospital records including prenatal history, pertinent clinical findings relevant to the suspected fetal diagnosis, labor and delivery notes, and laboratory studies should be submitted.
- Make copies of all forms for your records and send originals with the specimen(s) to Nationwide Children's Hospital.

Sample Preparation

- NOTE: If the baby was born alive, **peripheral blood or cord blood** is preferred. This results in increased study resolution and faster turnaround time.
- Send the entire placenta and/or fetus for pathology evaluation** (see next step for how to send). The specimen can be shared between Cytogenetics and Pathology. If the fetus will not be sent within 24 hours, send the following sample **ASAP** for optimal cytogenetic results: Collect at least 1 cm³ samples (about the size of your thumb nail) from the fetus **and** placenta. Always include chorionic villi from the fetal side of placenta closest to umbilical cord insertion point when possible (see Tab #1 – Sample Collection Images). Put different specimen types in separate containers, labeled with at least two patient identifiers and the specimen type (i.e. placenta, liver, skin, etc.) and submit in appropriate transport media: sterile saline, Hanks, Ringers, or NCH transport media.
 - For fetal samples, take samples from healthiest-appearing tissue from a central location such as buttocks, upper arm/thigh and internal organs; avoid distal locations like foot/hand and discolored areas.

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Laboratory Services

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- POC and placental samples **MUST BE SUBMITTED FRESH** – no preservatives, such as formalin, can be added.
 - Keep specimen moist with saline.
 - Do **NOT** immerse in saline or media as this may damage the specimen for Pathology review.
- Sample should be placed in a clean plastic container with a leak-proof lid. Seal lid to specimen container using Parafilm or tape firmly wrapped around the perimeter of the lid.
- Container must be labeled with patient's name, medical record number, date of birth, specimen type (i.e. POC, placenta), and collection date and time.
- Pack the sample in a second watertight container or biohazard specimen bag. Do not use “biohazard waste” bags, which are visually similar to biohazard specimen bags. Label container to the attention of the Institute for Genomic Medicine Clinical Laboratory.
- Attach the completed requisition form on the outside of the package, or in the pocket of the sample bag.
- Refrigerate specimen material until shipment/transport. **DO NOT FREEZE.**
- For **POC/placenta**, arrange for specimen transport by calling Laboratory Services at (800) 934-6575 or (614) 722-5477, or send a courier your facility uses.
 - Indicate on package:
Nationwide Children's Hospital Laboratory Services
Attn: Central Processing and Accessioning (CPA)
700 Children's Drive, Room C1955
Columbus, Ohio 43205
- For **fetus**, arrange for specimen transport by calling Laboratory Services at (800) 934-6575 or (614) 722-5477.
 - Indicate on package:
Nationwide Children's Hospital Laboratory Services
Attn: Anatomic Pathology Laboratory
700 Children's Drive Room J0320
Columbus, Ohio 43205

