

## **Surgical Pathology Special Instructions**

Tissue biopsies removed for pathologic examination should be fixed in 10% neutral buffered formalin supplied by the Pathology Laboratory (320-255-5632 extension 57307). To ensure adequate fixation, the specimen container should be large enough so that the amount of fixative is at least 10 times the volume of the tissue specimen. If a frozen section, touch imprint, culture, or special chemical analysis of the tissue specimen is desired, the specimen must be chilled on ice and brought immediately to the Pathology Laboratory and should not be placed in fixative.

- After obtaining specimen, properly label each specimen with the following information (at least **2** unique patient identifiers must be included):
  - Patient’s full legal name (first and last); nicknames or abbreviated versions do not meet regulatory guidelines
  - Identification numbers: medical record number, chart number, etc. (location/room number is **not** considered a unique identifier)
  - Date of birth
  - Social Security number
  - Specimen source
- The following information is also required when submitting a specimen for pathologic examination:
  - Indicate specimen source, name of physician obtaining specimen, and any other physician(s) involved in the patient’s care or referral who should receive a copy of the pathology report
  - Indicate manner in which the fee is to be billed
  - Enter order for “Surgical Pathology, Tissue” into EPIC. If EPIC order entry is not available, complete the “Anatomic Pathology Request Form” with necessary patient demographics and history
- Multiple specimens from different sites on the same patient are treated as separate specimens. Each specimen will generate a separate charge

This request will be processed as a consultation. An interpretation will be provided. Appropriate stain(s) will be performed and charged separately. Diagnosis on specimens received by early afternoon are usually available the following afternoon (including Saturday).