

Collection Information and Labeling Instructions for Surgical Pathology Specimens

1. Specimen containers must be properly and adequately labeled with the patient's full name (date of birth OR MRN) AND specimen source. The patient's information should be legibly printed on the side of the specimen container, not the lid. If there are multiple specimens, they will each need to be labeled with the site as well and a **minimum of two patient identifiers on each container**.
2. A requisition slip must accompany the specimen and have the patient's full name, date of birth, date of collection, source of specimen, diagnosis, pertinent clinical information and submitting physician's name/location or address. If a frozen section is requested, the operating room phone number should be on the requisition. This step will expedite communication from the pathologist to the surgeon.
3. Sparrow Laboratories only accepts specimens from licensed medical offices, surgery centers, and hospitals. Specimens are collected by or under the direction of a licensed physician or mid-level provider. All surgeries follow standard operating room/hospital procedures for removal and fixation.
4. Specimens are picked up at client offices, surgery centers, and all hospital locations including affiliates routinely Monday through Friday, weekends and holidays as necessary and are delivered to Sparrow Laboratories. All specimens are transported in biohazard bags.
5. **The following tissues are to be sent fresh to Sparrow Laboratories.** Fresh specimens must be forwarded to the laboratory immediately, and the laboratory must be notified in advance to ensure specimen integrity. Please call for a courier immediately at (517) 371-9500. The submitting physician will determine the amount of tissue to be excised depending on the working clinical diagnosis.
 - a. Tissues requiring frozen section. The laboratory must be notified in advance to ensure pathologist availability.
 - b. All tissues requiring both cultures and pathology. This allows the pathologist or Pathologist Assistant to select the tissue to be sent to Microbiology.
 - c. All lymph node cases where Hodgkin or Non-Hodgkin Lymphoma is in the differential diagnosis.
 - d. Skin biopsy specimens requiring immunofluorescence studies. Call the laboratory for special fixative.
 - e. Tissues requiring chromosome studies.
 - f. Muscle or nerve biopsy specimens.
 - g. Kidney biopsy specimens.



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6. **The following tissues are to be submitted in 10% neutral buffered FORMALIN.** These specimens should be completely covered in formalin and kept at room temperature. Tissues submitted in formalin have no special time requirements, limitations, or restrictions for the laboratory. They may be submitted to the laboratory with routine work. The submitting physician will determine the amount of tissue to be excised depending on the working clinical diagnosis.
- a. Routine surgical pathology specimens not requiring special studies.
 - b. Breast biopsies including those requiring tumor markers. Required to document tissue excision time and time in formalin for each sample. Should be delivered to the laboratory as soon as possible.
 - c. Staging lymph nodes from patients with breast carcinoma, gynecological malignancies, prostate, lung carcinomas, etc.
 - d. Temporal artery biopsies.
 - e. Large specimens including cancer resections. Make sure you have an adequate size container and that you can cover the entire sample with formalin for fixation.
 - f. Skin biopsies **NOT** requiring immunofluorescence studies.
 - g. Intraoperative bone biopsies performed for metastatic carcinomas.
7. If there are any questions or concerns in collection of pathology or cytology specimens, please contact the laboratory directly at (517) 371-9500. **If after hours, please contact the pathologist on call.**



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