

Collection Information and Labeling Instructions for Surgical Pathology/Cytology Specimens

1. Specimen containers must be properly and adequately labeled with the patient's full name. The patient's full name 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 (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, complete billing information, pertinent clinical information and submitting physicians name and complete address. If a frozen section is to be performed, the operating room number should be written on the requisition. This step will expedite communication from the pathologist to the surgeon.
3. Specimens are picked up at client offices, hospitals and surgery centers routinely and delivered to Sparrow Laboratory. 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 and are fixed in 10% neutral buffered formalin. These specimens should be completely covered in formalin. Tissues submitted in formalin have no special time requirement for the laboratory. All specimens are transported in coolers and biohazard bags.
4. The following is a list of tissues that are to be sent fresh to Sparrow Laboratories. Fresh specimens must be forwarded to the laboratory immediately. Please schedule ahead by calling the laboratory. The submitting physician will determine the amount of tissue to be excised depending on the working clinical diagnosis. Please call for a courier immediately 517.371.9500.
 - a. All tissues requiring both cultures and pathology.
(This allows the pathologist to select the tissue to be sent to Microbiology.)
 - b. All lymph node cases where Hodgkin's or Non-Hodgkin's Lymphoma is in the differential diagnosis.
 - c. Tissues for frozen sections.
 - d. Kidney biopsy specimens.
 - e. Muscle or nerve biopsy specimens.
 - f. Tissues requiring cytogenetic (chromosome) studies.



- g. Skin biopsy specimens requiring immunofluorescence studies. Call Pathology in advance for special fixative.
5. The following tissues are to be submitted in FORMALIN. There are no time limitations/restrictions for specimens fixed in formalin. 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. The specimen should be completely covered with formalin, kept at room temp.
 - a. Routine surgical pathology specimens not requiring special studies.
 - b. Breast biopsies including those requiring tumor markers. Tissue excision time and time placed in formalin must accompany each specimen.
 - c. Staging lymph nodes from patients with breast carcinoma, gynecological malignancies, prostate, lung carcinomas, etc.
 - d. Temporal artery biopsies.
 - e. Skin biopsies **NOT** requiring immunofluorescence studies.
 - f. Intraoperative bone biopsies performed for metastatic carcinomas.
6. If a clinic or physician's office is requiring tissues to be sent fresh or for frozen section, the laboratory must be notified in advance to ensure specimen integrity.
7. If there are any questions or concerns in collection of pathology or cytology specimens, the physician's office should contact the laboratory directly. If after hours, please contact the pathologist on call.

