






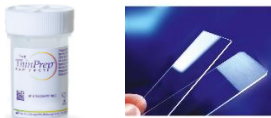


MEMORY AID FOR PATHOLOGY/CYTOLOGY SPECIMENS

PREPRE-ANALYTIC		
REQUISITIONS		MANDATORY REQUIREMENT
DM-3111-Pathology Requisition DM-5047-Cytopathology (NON-GYNECOLOGICAL) DM-5049-Cytopathology (GYNECOLOGICAL) * Complete Clinical Information : Refer to document FLT-OPTI-PATH-0008 concerning pathology pre pre analytical non conformity codes. In the event of a non conformity, please ensure the use of the Resolution Form (FORM-01-APHI-DR-000940)		Specimen Identification : Full name and DOB/RAMQ on the requisition AND the container. Also identify specimen site on the container. Physician information mandatory on the requisitions such as full name, licence number and clinic address. Place requisition and specimen in a BIO HAZARD bag et le spécimen dans un sac BIO HASARD . - Place requisition in the pocket of the bio hazard bag. - Ensure that the lid is properly closed. - Send with absorbant pad.
Directives to follow - Pathology During working hours, contact the Glen Pathology Laboratory at 514-934-1934 Ext. 37860/45564 (8 AM - 5 PM) It is mandatory to contact the pathologist on service after 6 PM and on week-ends for all STAT and Fresh Specimens.		
TYPE OF REQUEST	CONTAINER	CONSERVATION/ACTION
RUSH PATHOLOGY FRESH <i>*For external clients the frozen section service is available only for Lachine and Lasalle .</i>	Frozen section and fresh tissu for lymphoma protocol 	*Notify the Glen Site Pathology Department if there is the possibility of a frozen section during a surgery and specify date and time of the surgery. The call MUST be made to 514-934-1934 ext. 37860. *Call the Taxi service. The first call can be made 24 hours before the surgery. Another call must be made during surgery to ensure the taxi is ready and available the moment the specimen is ready for transport. *The specimen must be placed in a container with 2 patient identifiers and then placed in a bio hazard bag with the requisition duly completed. The specimen must be sent fresh. (send specimen in a 4 x 4 saline gauze pad). The excisions must be sent in a small quantity of saline solution. Core biopsies must be sent on well-moistened filter papier. The specimen must be placed in a cooler (do not place specimen directly on ice). *Transport rapidly to Pathology Laboratory *Date / time stamp the requisition *Hand over to a laboratory technician as per laboratory hours. NOTE: LACHINE & LASALLE, please refer to SOP-01-APHI-PC-000615
RUSH PATHOLOGY FRESH	AMPUTATION	Double BIO HAZARD bag RED At all times, keep specimen refrigerated between 2 and 8 degrees.
RUSH PATHOLOGY	Renal biopsy OR all RUSH specimens * Renal biopsy fresh for internal *Renal biopsy in formalin for external 	Specimen with FORMALIN. ROOM TEMPERATURE. Make sure to bring specimen to Pathology Specimen Receiving room E04-1417. DO NOT BRING TO CENTRAL LABORATORY.
RUSH FOR IMMUNO-FLUORESCENCE	All biopsies requiring immunofluorescence analysis 	Michel's solution is used to transport specimens for examination in Immunofluorescence. Although not a fixative, samples can be stored at room temperature for five days in this transport medium before processing. ENSURE THAT EXPIRATION DATE IS RESPECTED.
RUSH FOR EM	All biopsies requiring EM analysis 	Ensure that biopsies do not exceed 2 mm. Place the tube in a biohazard bag and add absorbant material in the event of leaking. All documents must be conserved separately from the tube. Expedite specimen and call the EM Laboratory at 514-934-1934 ext. 22838 ou send an email to glenpathology.reception@muhc.mcgill.ca to inform the department of the arrival of the specimen. At all times, keep specimen refrigerated between 2-8C. ENSURE THAT EXPIRATION DATE IS RESPECTED.

<p>PLACENTA</p>	<p>FRESH PLACENTA IF POSSIBLE</p>		<p>Ensure that all clinical information is present (gestational age, parity, weight of baby, APGAR and the FULL NAME OF PHYSICIAN. In the case that it is placed in formalin, please respect the formalin/specimen ratio of 1:20 and to write the time in which it was placed in formalin on the requisition.</p>
<p>Fixed Specimen</p>	<p>BIOPSY or ALL SPECIMENS</p>		<p>Specimens with FORMALIN (ensure that formalin/specimen ratio of 1:20 is respected. ROOM TEMPERATURE. Ensure that specimens are transported and placed in Specimen Receiving for Pathology E04.1417. DO NOT BRING TO CENTRAL LABORATORY.</p>
<p>Gros Specimen avec formol demandant une préparation</p>	<p>GASTROINTESTINAL: Esophagus, stomach, segment, intestine, rectum, intestinal anastomosis, pancreas, liver, and spleen. GENITO URINARY ENDOCRINOLOGY: Kidney, bladder, testicles, bladder+prostate and adrenal gland. GYNECOLOGY: Ovary, uterus, fibroma/leiomyoma, cervical cone bx, and vulvar tissue resection for cancer. BREAST: BREAST CANCER: lumpectomy, radical/partial/ radical modified mastectomy, mass, mammoplasty, breast reduction tissue and gynecomastia. RESPIRATORY: Lung (total=pneumonectomy), lobectomy, segmentectomy, wedge resection, thorax/chest wall, mediastinal mass, tumor of the thymus. ENT & ENDOCRINOLOGY: Larynx, pharynx and large thyroid gland. SOFT TISSUE & BONE: Bone cancer, retroperitoneal mass, sarcoma, large soft tissue tumor. OTHER: Large lipoma, abdominal pannus and cutaneous ellipse cancer > 10 cm</p>		<p>BREAST URGENT: In the case of breast cancer, specimen must be brought as quickly as possible (2 hours maximum) RESPIRATORY URGENT: Must ensure that lungs have been infiltrated within 6 hours of collection.</p>
<p>Fresh Specimen CYTOLOGY LIQUID NON-GYNECOLOGICAL</p>	<p>CSF (often received without preservative) Urine, bronchial washing & BAL All FNA (thyroid, breast, parotid, lymph node, etc) Bile duct brushing, bronchial brushing + EBUS Effusion liquid (pleural, peritoneal et pericardial).</p>		<p>Must ensure that specimen is brought and placed in the refrigerator in Pathology Specimen Receiving E04.1417. DO NOT BRING TO CENTRAL LABORATORY DO NOT PUT IN FORMALIN Cytology Requisition ONLY</p>
<p>Fresh Specimen CYTOLOGY GYNECOLOGICAL</p>	<p>SLIDES AND THINPREP CONTAINERS</p>		<p>DO NOT PLACE IN REFRIGERATOR, ALWAYS ROOM TEMPERATURE Must ensure that specimen is brought to Pathology Specimen Receiving E04.1417. DO NOT BRING TO CENTRAL LABORATORY. Cytology requisition only.</p>