

# Specimens with Send Out Testing Requests - Handling

(13.13 Send Out Testing Requests); Created January 21st, 2021 by Jeremy Deisch, MD

- **General Principle:** For all specimens with send-out testing requests (as indicated on requisition by clinician or instructed by supervising pathologist), there are three primary tasks that must be completed to ensure completion of testing
  - **Tissue acquisition** - if not already performed during the procedure, transfer a portion of the specimen (prior to formalin fixation) to an appropriate vial (with or without supporting media)
  - **Front office notification:** A copy of the requisition clearly indicating the need for send-out testing (i.e. send-out to cytogenetics written and highlighted) needs to be placed in the “pending work” box in the front office of surgical pathology. Notify TR on duty that you placed a copy of requisition in the “pending work” box. Without this step, the front office will not know to send out, and no testing will be performed.
  - **Specimen storage:** After tissue acquisition and placing the copy of the requisition in the “pending work” box, the tissue for testing needs to be placed in the appropriate location.
    - For cytogenetics requests, place tissue in RPMI in the refrigerator in surgical pathology accessioning
    - For copper mayo test, place the **metal free specimen vial** in the refrigerator in surgical pathology accessioning
    - For thyroglobulin/parathyroid needle washouts, disaccharidase assay place vial for testing in -70 degree freezer in the send-out box labeled “Surgicals” on the second shelf.
    - For muscle biopsy, place the vial for mayo testing in -70 degree freezer in the red send-out box labeled “mayo” on the first shelf. If an additional portion is frozen for possible additional studies, place the second vial in the send-out box labeled “Surgicals” on the second shelf.
  
- **Genitourinary Tract Stones for Chemical Analysis:**
  - **Gross:**
    - Take a gross photo of stones within the container.
    - Keep the specimen sterile.
    - State in gross description: “Specimen sent out for chemical analysis.”
  - **Specimen storage:** Place specimen with a copy of the requisition in the refrigerator in surgical pathology accessioning with a post-it note stating “DONE” to let MLA know that specimen has been grossed and is ready for send out. MLA staff will not send out for analysis without this note.