

AP STAT SPECIMEN REQUEST HANDLING PROCEDURE

Created June 11th, 2020 by Jeremy Deisch, MD

STAT requests for surgical pathology specimens require multiple steps to ensure proper specimen handling and timely response, as detailed below. Anatomic Pathology personnel are expected to follow these steps for every STAT specimen request.

- **STAT Request Triage:** All STAT specimen requests require discussion between the requesting clinical staff and the IQ Pathologist. As part of this discussion, the IQ pathologist will document the following information for each request:
 - Patient demographics - Name and MRN
 - Name of requesting clinical staff
 - Name and preferred contact method for clinician receiving STAT read results
 - Background information (reasoning for STAT request, relevant history, clinical differential diagnosis)
 - Date/Time of biopsy procedure (actual/anticipated)
- **Notification of Gross Room/Accessioning Personnel:** The IQ pathologist will notify the staff who will be receiving the specimen of the need for STAT processing. Notification requires both a verbal notification *and* provision of documentation of the information obtained in the clinical request triage. The receiving staff varies according to time of anticipated specimen arrival as below (this ensures that the person who will be around when the specimen arrives knows that it will be a STAT).
 - Prior to 1700 hours M-F: Accessioning Personnel
 - After hours (after 1700 hours) - AP Call Resident
- **Notification of Histology Personnel:**
 - For STAT cases that will be processed M-F (i.e. normal work days), no histology personnel notification is required.
 - For weekend STAT requests, the histotech on call must be notified (pager 5552). Otherwise, how would they know that they have to come in and work on Saturday morning? For Saturday morning STAT requests/specimens that arrive on Friday prior to 1700 hours, it is the responsibility of the IQ pathologist to notify the weekend histotech on call. For specimens/requests arriving after 1700 on Friday, it is the responsibility of the AP on call resident to notify the histotech.
- **Notification of Responsible SR Pathologist/Weekend AP Call Pathologist:** The IQ pathologist will notify the pathologist who will be reading the STAT specimen (M-F = SR pathologist, Saturday = Weekend AP Call Pathologist)
- **Documentation of Request:** The final step - The pathologist who receives the STAT request will leave the STAT request information (see "Clinical Request Triage" above) with the accession room personnel (M-F, prior to 1700 hours) or the AP Call resident (after 1700 hours, Saturday STAT requests)

Important Note: Specimens require sufficient fixation prior to processing; if the specimen is obtained too late in the evening *or* is too large for proper processing, STAT processing cannot be performed. Narrow-gauge needle core biopsies require 2.5 hours of fixation, thus, the time in formalin (i.e. when the specimen is placed in the formalin container) must be 2.5 hours before the processor goes out of formalin. The early run processor (VIP1) goes out of formalin at 1800 hours, the late processor(s) (VIP2 and VIP3) go out of formalin at 2200 hours. **The latest that a narrow-gauge needle core biopsy sampling can be procured and run as a STAT is 1930 hours (M-F).**