



CONWAY MEDICAL CENTER

PROCEDURE

When in hard copy form, refer to Policy Manager to validate this as the most current revision.

TITLE:	LAB-SPC-HIS-09.06 Submission of Products of Conception-PRO		
ISSUED BY:	Sr Tech, Histology	REFERENCE #:	LAB-SPC-HIS-09.06 - PRO
APPROVED BY:	Lab Director	EFFECTIVE DATE:	04-24-2014

SCOPE: Laboratory Department and OB and OR staff.

PRINCIPLE OF THE PROCEDURE:

To insure the proper collection and submission of Product of Conception to include stillborn, fetus, intact gestational sac, curetted products of conception, and placentas for **special testing other than routine pathology.**

I. PROCEDURE

A. SAMPLE SUBMISSION REQUIREMENT:

FRESH – No preservative is to be put on the specimen

B. LABELING— Follow the hospital policy on labeling a specimen making sure that the specimen and the requisition have two matching patient identifiers and dates of collection.

C. REQUIRED DOCUMENTATION:

1. Completed Tissue examination card
2. Pertinent clinical information
3. Copy of physician orders for any testing to be performed on sample

D. SUBMISSION OF SAMPLE: Deliver to the MAIN lab ONLY

1. Routine business hours Mon – Thursday 0800 to 1600: the sample will be picked up by lab personnel from the designated area in the OR suite.
2. Friday 1600-Monday am 0800- The sample should be brought to the main laboratory and delivered directly to the laboratory technical staff.
 - (a) Laboratory staff should check for proper documentation (see below)
 - (b) Laboratory staff should place sample in Histology refrigerator
 - (c) Laboratory staff should place note for Histology staff with appropriate documentation
On the histology counter.
 - (d) Laboratory Staff should notify the on call Pathologist of the sample arrival



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- II. SPECIALIZED TESTING: – Constitutional Cytogenetic and or Chromosomes analysis
1. Place in sterile container
 2. Maintain aseptic techniques.
 3. No fixative should be added.
 4. Store refrigerated
 5. Histology staff will complete appropriate sendout documentation and prepare for shipment

RECORDS: NA

REFERENCE STANDARDS: CAP GEN.40016; .40125; GEN.40491

REVISION/REVIEW HISTORY:

Date	Affected Section(s)	Summary of Changes ('Reviewed' or details of change)
04-24-14 va	All	New written procedure
03-16-15 va	None	Reviewed. No content changes.
01-18-17va	None	Reviewed. No content changes