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| **Specimen Retention** | | | | |
| **Purpose** | To provide a guideline for the retention of laboratory specimens in Children’s Hospitals and Clinics of Minnesota Laboratory. | | | |
| **Policy** | Children’s Hospitals and Clinics of Minnesota Laboratory **must** retain specimens in a way that meets or exceeds the CAP regulations.  Specimens of serum, heparinized plasma, EDTA plasma, CSF, and body fluids (except urine) should be retained for 48 hours. (The 48 hour retention requirement does not apply to whole blood samples; for example, samples collected for point of care or blood gas testing.) Urine specimens for urinalysis should be retained for 24 hours; exceptions may be made at the discretion of the laboratory director. Urine specimens for PH, Ketones, Urine Blood, Specific Gravity, Urine culture only, and send out testing are not kept for 24 hours. These urine specimens will be discarded after initial use. Blood films, permanently stained body fluid slides, and permanently stained microbiology slides prepared from clinical specimens (including blood culture bottles) should be retained for 7 days.  The above guidelines are the minimum specimen retention times required. Refer to department specific procedures for recommended specimen retention times.  Specimens must be kept under appropriate storage conditions. | | | |
| **Responsibility** | All Laboratory Staff | | | |
| **Supporting Documents** | Specific departmental procedures | | | |
| **References** | CAP (2014, April 21). Laboratory General Checklist. Retrieved from  http://www.cap.org/web/home?\_afrLoop=11510576117348#%40%3F\_afrLoop%3D11510576117348%26\_adf.ctrl-state%3Dlq7x2ocde\_60 | | | |
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| **Historical Record** | **Version** | **Written/Revised by:** | **Effective Date:** | **Summary of Revisions** |
| 1 | Lisa Kappenman | 09/10/2015 | Initial |
|  | 2 | Dawit Getachew | 06/19/2019 | Biennial revision. Added examples of urine that will not be kept for 24 hours. |