

TRAINING UPDATE

Lab Location: SGAH & WAH
Department: Client Services

Date Distributed: 1/1/2014
Due Date: 1/31/2014
Implementation: 1/15/2014

DESCRIPTION OF PROCEDURE REVISION

Name of procedure:
Stool Specimen Requirements SGAH.CS04, WAH.CS04 v1
Description of change(s):
<p>Section 4: Added definitions for C&S and O&P Section 9: Update test code for C. Diff in stool collection chart</p> <p>This revised SOP will be implemented on January 15, 2014</p>

Document your compliance with this training update by taking the quiz in the MTS system.

Approved draft for training all sites (version 1)

Non-Technical SOP

Title	Stool Specimen Requirements	
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Laboratory Approval		
Print Name and Title	Signature	Date
<i>Refer to the electronic signature page for approval and approval dates.</i>		
Local Issue Date:		Local Effective Date:

Review:		
Print Name	Signature	Date

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1. PURPOSE

This procedure describes the specimen requirement and collection method for stool testing.

2. SCOPE

This procedure applies to all testing performed on stool specimens.

3. RESPONSIBILITY

Client Service staff must have knowledge of this procedure.

4. DEFINITIONS

LIS – Laboratory Information System
C & S – Culture and Sensitivity
O & P – Ova and Parasite

5. PROCEDURE

A. General Information

1. The preferred stool specimen is one obtained fresh at the laboratory. However, usually, the specimen is obtained at home and brought into the lab.
2. The collect date and time must be obtained before the patient leaves the lab.
3. Refer to Stool Collection Chart (Appendix) for appropriate specimen based on test ordered.
4. Do NOT order any additional tests as a comment in the LIS, the order will not be received by Chantilly.

B. Basic Instructions for the Patient

1. Do not need to register to pick up kits; must register when return with specimen.
2. If the order is for C & S and/or O & P “times 2 or 3”, the specimens should be collected on 2 or 3 different days (preferably every other day.)
3. Be sure to sample parts of the stool that appear bloody, if any.
4. If a kit is used, be sure to add enough specimen to make the liquid rise to the "Fill to this Line" mark.
5. Do not retrieve any portion of a specimen from the toilet. If necessary the patient may place a covering of cellophane over the toilet bowl to catch the specimen.

C. Stool collection from infants

1. We will accept a diaper soiled with stool if necessary, but only with the advisement to the patient that it is not optimal.
2. See additional information in the attachment section.
3. The specimen must still be less than 1 hour old.
4. Stool soaked into a diaper can be cultured; however, it is not a good method for O & P. Check with the Microbiology tech before the patient leaves. Enter the comment “collected in diaper” in the LIS.
5. It is often necessary to line the diaper with plastic wrap and transfer the specimen to the kits. Any transfer of specimen must be performed within the microbiology hood.

DO NOT REJECT A STOOL SPECIMEN IN A DIAPER.

Notes:

- If there is an order for pinworm, plastic paddles are given to the patient with instructions.
 - WAH: Pin worm paddle kits are stored at the front desk container storage bins with instruction sheets.
 - SGAH: Pin worm paddle kits are in the storage room on the top shelf next to the acid washed 24 hour urine containers.
- Deliver any comment label printed with the specimen to the appropriate lab section

6. RELATED DOCUMENTS

None

7. REFERENCES

None

8. REVISION HISTORY

Version	Date	Reason for Revision	Revised By	Approved By
		Supersedes SOP S038.000		
000	12/17/13	Section 4: Added C&S and O&P Section 9: Update test code for C. Diff in stool collection chart Footer: version # leading zero's dropped due to new EDCS in use as of 10/7/13	S Khandagale	S Khandagale

9. ADDENDA AND APPENDICES

Patient Instructions for Hemocult - SENSEA cards
Instruction for Infant stool collection
Stool Collection Chart

Occult Blood using Hemocult- SENSE cards

- Patient prepares Hemocult card by recording full name, date and time of specimen collection.
- Raw stool specimen is collected into a sterile urine cup.
- Place card on a clean surface and open the flap.
- Dip applicator stick and take a small portion of the stool sample and apply a thin smear inside Box 'A'.
- Reuse applicator stick to obtain second sample from a different part of stool. Apply inside Box 'B'.
- Close flap and place card in a sealed zip-lock bag. Return card to the Laboratory for testing.
- If the order is for stool specimens times three to be collected on 3 consecutive days, then store cards at room temperature before dropping them off at the Laboratory.

Infant Stool Collections

- It is often very difficult to obtain a specimen on a baby, except in a diaper. A diaper soiled with stool will be accepted, but it is not optimal.
- The best way to collect in a diaper is to reverse the diaper, do not use the absorbent side of the diaper.
- Also, it is recommended to place a urine bag on the child so that there is no urine contamination.
- The specimen must still be less than 1 hour old.

Stool Collection Chart

Test Name	LIS order code	Specimen container	Specimen type	Comments
Occult blood	OCBL	Hemocult- SENSEA cards	Stool	See instructions, store at Room temperature Usually 3 specimens collected on different days.
Stool for WBCs	STWBC	Sterile urine cup	Stool	Less than 24hrs old, refrigerated
Clostridium difficile (C diff)	QCDIF	Sterile urine cup	Stool	Store refrigerated or frozen. Less than 4 hrs old, if kept at room temperature. Multiple specimens may be collected on same day
Ova & Parasites (O&P)	XOP	O&P kit	Stool	Follow kit instructions
		Sterile urine cup		Raw stool collected in sterile urine cup Usually ordered times 3. Collect on different days with 1-2 days between collections.
Cryptosporium, Cyclospora, Isospora	XCRYPS	See O&P		
Pinworm	XPID	Special paddle	Anal	Special paddle from Micro Lab with instructions
Stool culture	XSTLC	Sterile urine cup or C&S kit	Stool, formed	Without preservative should be less than 2 hours old.
		Sterile urine cup or C&S kit	Stool, liquid	Without preservative should be less than 1 hour old.
		Swab	Rectal swab	
		Diaper		See instructions for infant collection, diapers are acceptable if received within 1 hour. Outpatient 3 specimens collected on three different days.
E. coli 0157	XECOL	See Stool Culture		

Form revised 3/31/00