**UW Medicine - Pathology**

6000-01-03-06

LifeCenter North West (LCNW)

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| Adopted Date: 09/08/05  Revision Date: 02/13/13 |

PURPOSE

Donor tissue slides are accessioned in the front office accessioning department. Pre-transplant biopsies are performed to evaluate the viability of donor organs. Organ donations are anonymous; therefore the donor's name must not be attached to any documentation that can appear on the recipient's chart.

PROCEDURE

1. When you receive an organ pre-transplant biopsy. Usually designated Donor liver, Donor kidney etc…, call LifeCenter Northwest.
2. Identify yourself and request UNOS # by providing the patient name. The UNOS # is,a six digit number in the following format: ABC-123. Place the UNOS # on the specimen and remove any patient identifiers from specimen containers and paperwork.
3. The patient name should now be listed using the new UNOS# as follows:
   * First: LCNW
   * Last: UNOS# ABC-123
   * U #: X Donor

**Accessioning LCNW Cases:**

* + 1. Enter the U#: X Donor
    2. This will bring up the Patient Finder window showing results.
    3. Select New Patient. Enter the following patient information and hit enter.
    4. First name: UNOS# ABC-123, Last name: LCNW, U#: X DONOR, Sex:unspecified, Date of Birth: default 1/1/1880.
    5. In the following Possible Patient Matches window, select ignore.
    6. Accession the case as usual, except indicate the Party to bill as UWMC outside client. (PU9000114)
    7. The resulting client billing description should be PPPLifecenter NW; 11245 SE 6th St #100, Bellevue, Washington 98004. Phone number (425) 201-6563
    8. Under specimens, use the donor specimen codes (e.g. donor liver, donor kidney etc).

APPENDIXES: LCNW = LifeCenter North West

LCNW = Life Center North West

LifeCenter Northwest- 425-201-6563

Written By: UWMC Pathology Director or Designee Approval:

Dan Luff, MHS, PA (ASCP) (Signature and Date)

Revised By:

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