

UW Medicine - Pathology

100-02-01-30

Packaging and Labeling of Specimens to be Sent for Additional Testing Procedure

Adopted Date: 08/09/11 Revision Date:
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PURPOSE

To ensure specimens being sent for additional testing are packaged and labeled correctly for transport to the reference laboratory.

PROCEDURE

Frozen Specimens (ie Muscle):

All frozen specimens must be sent on dry ice, which may be obtained from Lab Medicine. The specimen is to be placed in a sealed container and placed in a Styrofoam container with the dry ice. The Styrofoam container is then placed in a box for shipment. A dry ice label must be adhered to the outside of the package notifying the shipper of the content. On the packaging slip the content of the box must be clearly labeled for the shipper to read.

Fresh/Fixed Specimens:

All fresh/fixed specimens must only be shipped by laboratory personnel certified as a Category B Hazardous Materials Shipper. The shipper is to follow the strict guidelines of the Environmental Health and Services department to ensure that proper packaging and labeling is adhered to. If laboratory personnel are not certified as a Category B Hazardous Materials Shipper, they are not to ship fresh/fixed specimens and seek personnel who are certified to assist.

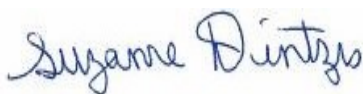
Blocks / Slides:

Blocks are to be wrapped in tissue and placed in a padded envelope for shipment. The courier packing slip is to be marked "Blocks" in the section of shipping content.

Slides are to be placed in plastic slide holders and placed in a padded envelope for shipment. The packaging should be marked as fragile for shipment. The courier packing slip is to be marked "Slides" in the section of shipping content.

UWMC Pathology Chief of Service:

(Signature and Date)



5/23/13

Suzanne Dintzis, MD, PhD

HMC Pathology Chief of Service:

(Signature and Date)



5/23/13

Stephen Schmechel, MD, PhD

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