**UW Medicine - Pathology**

 6000-02-02-01

Embedding Priority Procedure

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| Adopted Date: 03/22/11Review Date:Revision Date: |

PURPOSE

The following guidelines have been established to ensure proper embedding and microtomy of routine and special tissue specimens.

PROCEDURE

*General:*

1. To facilitate microtomy, staining, and delivery of intact cases cassettes are taken from the processors and are embedded in the following order:

 (**note**: to facilitate faster embedding, it is not necessary to sort cases into a numerical sequence)

* Rush (yellow),
* Early (yellow)
* All other yellow cassettes,
* White cassettes (surgicals)

2. Cassettes are to be scanned at the embedding station and placed in the box for cutting.

3. Record the total number of blocks for the day on to the "Daily Block Counts and Run times" form.

*Cutting Timelines:*

4. Yellow cassettes are to be embedded and cut for turn out by 8:00am.

5. White cassettes are to be embedded and cut for turn out by 12:00pm.

RELATED DOCUMENTS

Daily Block Counts and Run times form

Written By: Director Approval:

(Signature and Date) (Signature and Date)

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 Supervisor / Manager