

UW Medicine - Pathology

100-02-01-24

Release of Clinical Diagnostic Material Procedure

Adopted Date: 10/18/07 Revision Date: 05/26/11

PURPOSE

To provide instruction on the release of clinical diagnostic material.

SCOPE

For all personnel involved in releasing materials or providing information regarding the release of materials (e.g. blocks, slides, tissue).

PROCEDURE

Tissue (excluding fresh placenta tissue):

1. The Director / Chief, in consultation with the hospital Medical Director, and Administrative Director make the determination concerning questions regarding the release of human tissue, with the exception of unfixed placenta tissue), or related biologic material to any persons outside UW Medicine hospitals.
 - a. Human tissue or related biologic materials may be released to a licensed funeral home upon the request of the family and authorization from the Director / Chief.
2. A Request for Release of Specimens form must be completed by the patient / next of kin for review and release.

Medical Devices:

Explanted Medical Devices may be released to patients / next of kin ONLY if they can be sterilized before release and are not required to be returned to the manufacturer due to device failure. For all release of medical devices, contact Risk Management for approval of release.

Blocks for Clinical Purposes:

1. The Pathologist on-call must approve the release of any/all blocks. Prior to release of blocks, all slides associated with the case must be in the slide room / returned. If slides are missing recuts should be cut prior to sending block out. It is preferred to send unstained slides as an alternative to sending blocks.
2. For all send outs, the request must be submitted to the slide room for processing.

Slides for Clinical Purposes:

1. The Pathologist on-call is authorized to sign off on the send out of clinical slides.
2. All send outs regarding slides should be requested through the slide room for processing.

Blocks / Slides for Research Purposes:

1. The designated research pathologist may approve the release of blocks / slides for research purposes. Prior to the release of blocks, all slides associated with the case must be in the slide room / returned. If slides are missing, recuts should be cut prior to releasing the block. It is preferred to send unstained slides as an alternative to sending blocks.
2. For all release of blocks / slides for research purposes refer to the departments Research Coordinator.

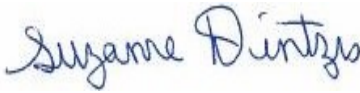
Blocks / Slides for Legal Purposes:

1. All materials requested by law firms or designated record firms must be approved by the Director / Chief prior to release. All materials not requested for release from the patients case should be placed in legal lock up until the case has been closed / notice received by law firm. It is preferred to send unstained slides as an alternative to sending blocks.
2. For all release of blocks / slides for legal purposes refer to the departments Legal Coordinator.

RELATED DOCUMENT

Request for Release of Specimens form

UWMC Pathology Chief of Service:
(Signature and Date)

 6/4/13

Suzanne Dintzis, MD, PhD

HMC Pathology Chief of Service:
(Signature and Date)

 6/4/13

Stephen Schmechel, MD, PhD

Written by:
(Signature and Date)

Revised by:
(Signature and Date)
