

<b>Policy #:</b>	100 (PLH-100-02)	<b>Effective Date:</b>	NA	<b>Reviewed Date:</b>	2/1/2010
<b>Subject:</b>	ANATOMIC PATHOLOGY				
<b>Approved by:</b> Laboratory Executive Director, Ed Hughes (electronic signature)					
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## ANATOMIC PATHOLOGY

The pathology offices are staffed from 07:00 to 18:00 Monday through Friday, and 07:00 to 14:00 on Saturday. During non-working hours calls to pathology (16026) are automatically forwarded to the clinical lab. Routine pathologist coverage of the operating room is available during the hours of the regular surgical schedule on weekdays and Saturday mornings. At other times, a surgical pathologist can be called back to the hospital for operating room coverage by calling the clinical laboratory (Extension 16040).

Surgical specimens must be left in the pathology refrigerator in surgery or in the tissue laboratory prior to 16:00, Monday through Friday and 08:00 Saturday, in order to assure overnight processing and interpretation the next business day. There is no Saturday night processing; nor Sunday reporting. If a specimen is collected after these hours, it may be possible to add it to the overnight run by calling the pathologist.

Surgical pathology reports signed out by 18:00 are downloaded and transmitted to Powerchart for immediate viewing. Hardcopies of surgical pathology reports are also charted between the hours of 16:45-18:30 and again the following morning. If an earlier report is needed it can be requested from the Pathology office (extension 16026). Facsimile reports can also be sent if you indicate your fax number.

Non-gynecologic cytology reporting is essentially on the same schedule as surgical pathology, with 24 hour turnaround Monday - Saturday. Specimens submitted on holidays and weekends will be reported the next working day. Specimens from which cell blocks are prepared may be delayed due to overnight histologic processing of the block. ASAP Gyn cytology requests will be handled similarly, but routine Gyn cases may require 1-3 days turnaround.

Fine needle aspiration biopsies (FNAB's) require special handling by pathologist and technologist. Deep-seated lesions require guidance by imaging techniques and are scheduled through Radiology Department, coordinated with Pathology. A pathologist is usually available to perform FNAB of superficial, palpable lesions in our lab procedure room. Scheduling of FNAB is done by calling Cytology at 541-6030.

All specimens removed at surgery or elsewhere in the hospital must be sent for pathologist's examination unless excluded by action of the medical staff. Table I lists those exceptions which need not be sent. Table II lists specimens which will require gross description only. Table III lists specimens for which special processing requirements are needed. The order should clearly specify any special or additional processing not covered by these routines.