

# CHECKLIST

## TISSUE FOR PATHOLOGY EXAMINATION ONLY

### Completion of Requisition Form

- ☐ Complete the **ENTIRE** POC/Fetal Tissue requisition form (see Tab #3 – Sample Requisition). See Tab #1 – General Information for an explanation of the pathology examination.
  - For **fetuses  $\geq 20$  weeks, or a fetus of any gestation born alive, a Nationwide Children's Hospital autopsy permit is REQUIRED** (see Tab #4 – Forms).
    - If the baby was born alive and lived long enough to get a medical record number/hospital registration, submit non-placental samples under the baby's name/MRN, NOT under mother's name.
  - For **placental samples only or stillborn fetuses**, submit the sample(s) under the mother's name/medical record number.
- ☐ Complete the disposition of remains box on the POC requisition form.
  - If the specimen does NOT contain any fetal tissue, the lab will treat the sample as a surgical specimen and dispose of it accordingly.
  - If the fetus is less than 20 weeks, the lab will treat the sample as a surgical specimen and dispose of it accordingly UNLESS information regarding where to send the sample is indicated.
  - If the fetus is  $\geq 20$  weeks, or was born alive at any gestational age, this box **MUST** be completed before results will be released. Indicate whether the specimen should be returned to the ordering facility, funeral home, or disposed of accordingly.
    - If the specimen is to go directly to a funeral home from Nationwide Children's Hospital, applicable information for creation of the Death Certificate by the funeral home must be included. See Tab #1– General Information Pathology Studies section for further details.
- ☐ A copy of the maternal hospital records including prenatal history, pertinent clinical findings relevant to the suspected fetal diagnosis, labor and delivery notes, and laboratory studies should be submitted.
- ☐ Make copies of all forms for your records and send originals with the specimen(s) to Nationwide Children's Hospital.

### Sample Preparation

- ☐ Most specimens for pathology examination are POC, intact placentas, and intact fetuses. These specimens are usually submitted fresh.
  - Keep specimen moist with saline.
  - Do **NOT** immerse in saline or media as this may damage the specimen for pathology review.
  - If pathology examination **ONLY** is requested with no cytogenetic studies, formalin-fixed tissue can be submitted as well.
- ☐ Sample should be placed in a clean plastic container with a leak-proof lid. Seal lid to specimen container using Parafilm or tape firmly wrapped around the perimeter of the lid.
- ☐ Container must be labeled with patient's name, medical record number, date of birth, specimen type (i.e. POC, placenta), and collection date and time.

*Continued on next page*

## Laboratory Services

---

*Continued from previous page*

- ☐ Pack the sample in a second watertight container or biohazard specimen bag. Do not use “biohazard waste” bags, which are visually similar to biohazard specimen bags. Label container to the attention of the Anatomic Pathology Laboratory.
- ☐ Attach the completed requisition form on the outside of the package, or in the pocket of sample bag.
- ☐ Refrigerate specimen material until shipment/transport. **DO NOT FREEZE.**
- ☐ To arrange specimen transportation, call Laboratory Services at (800) 934-6575 or (614) 722-5477.
- ☐ For **POC/placenta**, arrange for specimen transport by calling Laboratory Services at (800) 934-6575 or (614) 722-5477, or send a courier your facility uses.



Indicate on package:

Nationwide Children's Hospital Laboratory Services  
Attn: Central Processing and Accessioning (CPA)  
700 Children's Drive, Room C1955  
Columbus, Ohio 43205

- ☐ For **fetus**, arrange for specimen transport by calling Laboratory Services at (800) 934-6575 or (614) 722-5477.

Indicate on package:

Nationwide Children's Hospital Laboratory Services  
Attn: Anatomic Pathology Laboratory  
700 Children's Drive, Room J0320  
Columbus, Ohio 43205