

HIGH DESERT HEALTH SYSTEM AMBULATORY SURGICAL CENTER

SUBJECT: V-106 SURGICAL SPECIMENS, PROPER HANDLING	POLICY #: 1231
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DATE APPROVED: 11/17/2017	

PURPOSE: To ensure proper treatment and handling of the surgical specimen in the Ambulatory Surgical Center (ASC).

POLICY: All tissue and foreign bodies removed from every patient in the ASC must be logged in the specimen registry log and sent to pathology for examination.

PROCEDURE:

I. ROUTINE SURGICAL PATHOLOGY

- A. Elements for safe specimen handling should include, but are not limited to the following:
 - Containers, collection devices, and preservative for each specimen type
 - Specimen tissue and patient identification
 - Labeling
 - Documentation and communication of test ordered
 - Patient's request or needs
- B. The patient's cultural considerations should be assessed to determine appropriate handling and disposal of specimens.
- C. When a specimen is removed during a procedure, the primary surgeon must identify the specimen before it is removed from the sterile field. Identification of the specimen(s) will be confirmed verbally between the surgeon and RN Circulator and documented completely on the appropriate form(s). After identification, the tissue specimen is placed in the appropriate specimen container and sealed tightly, unless otherwise ordered by the surgeon and/or pathologist.
- D. Specimens should be passed off the sterile field as soon as possible.
- E. All specimens are placed in a prepared, labeled, specimen container, and must be covered with formalin, unless the surgeon or pathologist requests otherwise.

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- F. Each specimen's container must be labeled on the side of the container and not the lid, in the presence of the patient and will include:
1. Patient Name
 2. Medical Record Number
 3. Birthdate of patient
 4. Originating source of specimen (e.g. site or side)
 5. Type of tissue
 6. Dated time the specimen was obtained and the numerical order it was received
- G. The specimen container is to be placed in a plastic biohazard zip-lock bag.
- H. Orders for surgical specimens will be ordered via electronic medical record.
- I. A surgical pathology request form will be generated and will be completed by the RN Circulator. The pre and post op diagnosis are to be included.
- J. When there are multiple specimens for pathologic examination, they will be placed in separate numbered specimen containers.
- K. The RN Circulator will take the specimen, which has been placed in a prepared (labeled) specimen container, and place it in the Pathology/Specimen locked cabinet, located on the outside of the scheduler office by the window.
- L. HDHS lab staff will pick up the specimen at routine intervals during the day.
- M. The following information is entered on the Specimen Log:
1. Date
 2. Time
 3. Patient's Medical Record Number
 4. Initial of Circulating/Scrub Nurse
 5. Surgical Specimen
 6. Received by/Lab personnel
 7. Time of Pick-up

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- N. In case of formalin spills (from specimen container)
 - 1. Wear gloves to clean up spill
 - 2. Use Caviwipes
 - 3. Discard all cleaning material in trash, including gloves
 - 4. Proper hand hygiene

II. CULTURE AND SENSITIVITY SPECIMEN

- A. Do not place specimen in formalin.
- B. Labeling instructions are the same as in Section I.
- C. Place labeled specimen inside biohazard zip-lock bag. Notify the HDHS lab immediately for pick up.

III. CYTHOLOGY SPECIMENS

- A. Do not place in Formalin.
- B. Follow same guidelines as for Culture and Sensitivity specimens.

IV. PROTHESIS, SCREWS, FOREIGN BODIES, ETC.

- A. Send to HDHS lab dry, unless instructed otherwise by surgeon.
- B. Order via electronic medical record.

V. EXEMPT TISSUE

- A. Bullets are to be given to the Law Enforcement Officers, with the Chain of Custody documented as to time and place, as soon as surgery is completed. If Law Enforcement is not available before the closure of the ASC, send to HDHS lab.

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