


Name of Policy: <u>Care of Specimens</u>		 Effective Date: 12/1/2022 Initial Effective Date: 4/1981				
Policy Number: 3364-124-04						
Department: Nursing Service/Operating Room						
Approving Officer: Director of Surgical Services						
Responsible Agent: Chief Nursing Officer/CNO						
Scope: Operating Room/Perioperative Services						
<table border="0"> <tr> <td><input type="checkbox"/> New policy proposal</td> <td><input type="checkbox"/> Minor/technical revision of existing policy</td> </tr> <tr> <td><input checked="" type="checkbox"/> Major revision of existing policy</td> <td><input type="checkbox"/> Reaffirmation of existing policy</td> </tr> </table>			<input type="checkbox"/> New policy proposal	<input type="checkbox"/> Minor/technical revision of existing policy	<input checked="" type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Reaffirmation of existing policy
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(A) Policy Statement

Specimens obtained during surgical intervention will be sent to the proper laboratory accompanied by the proper laboratory forms.

(B) Purpose of Policy

To assure proper care, handling, and labeling of all specimens obtained. To provide protection of all persons encountering the specimens.

(C) Procedure

1. Histological and microbiological specimen obtained from a patient during a procedure in the Operating Room (OR) will be documented by the RN circulator in Electronic Medical Record (EMR) and on the pathology paper form(s) when appropriate (i.e., during downtime).
 - a. Frozen Section and Cytology forms will be completed along with the documentation in EMR
 - b. In situations where the EMR is offline, the circulator will document and verify all required information is on the specimen label and appropriate paper pathology form(s).
2. Proper documentation information for specimens include: the identifying number or letter of the specimen, specimen name, identifying characteristics (description), patient name and medical record number (MRN), and test being requested.
 - a. Specimen labels printed via EMR will have a barcode label affixed to container in an appropriate manner.
 - b. Specimen will be placed in a closed container with a well-fitting cap or Snap-On lid.
 - c. Amputated limbs that require disposition to the morgue will be labeled according to policy and placed in additional biohazard bag to reduce the chance of patient information being separated from the specimen.
 - d. Foreign bodies will be handled according to policy except for bullets and other “evidentiary material”.
 - i. Evidentiary materials will be handled according to policy #3364-124-51 Chain of Custody. Document evidentiary material in EMR specimen tab, choose appropriate source, choose type “foreign body” and choose “held in OR” as the test.

Transporting Specimens

- a. OR staff or designee will take specimen to lab or frozen section room.
 - i. .
 - ii. The runner will take the specimen to the destination, log into EMR and document specimen as delivered.
 - iii. In the frozen section room only, Specimens must be hand delivered directly to pathology staff or assure pathology department is notified and on their way.

3. Specimen(s) removed from the patient will be sent to pathology at the discretion of the attending surgeon.

Approved by:		Review/Revision Date:	
		1982	6/1996
		1983	3/1999
		1984	7/2002
		1985	7/2005
		1986	11/2007
		1987	6/10/2008
		1988	9/2011
		1989	10/2014
		8/1990	2/1/2016
		3/1993	8/1/2019
		2/95	12/1/2022
		Next Review Date: 12/2025	
Policies Superseded by This Policy: 4-04			

It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.