

Tip Sheet for Specimens Submitted to Pathology and/or Laboratory Last Updated 3 August 2026

Pathology ¹						
Workup For:	Specimen type	Printed Paper Epic Order?	Transport Information:	Transport to: ²	On-Site evaluation? ³	Contact ⁴
General Pathology	Tissue	YES	Tissue core(s) in formalin If on site assessment (e.g. touch prep) or frozen section indicated, maintain core(s) fresh in saline-moistened gauze	5th Floor Gross Room	Optional: (1) On-site touch prep (pathologist) (2) Rapid frozen section (performed in Gross Room)	(1) 304-418-1381 for requesting on-site assessment (2) 174130 (Gross room) for frozen section or other questions
General Cytopathology	Fluid/Aspirate	YES	(1) Specimen in Cytolyt fixative for routine cytology (2) Additional fluid (NOT in Cytolyte) required for any lab testing and/or flow cytometry	3rd Floor Clin Labs	Optional: (1) Adequacy assesment (tech) (2) Other assessment (pathologist)	304-418-1199 for requesting on-site assessment (Rebecca Reynolds)
Lymphoma	Tissue	YES - Specify Lymphoma Protocol under Special Instructions	Fresh tissue cores on saline-moistened gauze	5th Floor Gross Room	Optional: (1) Adequacy assesment (tech) (2) Other assessment (pathologist)	304-418-1381 for requesting on-site assessment or seeking consultation (Rebecca Reynolds) Additional contacts: 17-4237 (flow cytometry; Annie August)
	Fluid/Aspirate	YES	Specimen triage required - contact pathology	Technologist or pathologist places in proper medium/fixative, and delivers to correct location	Required: On site assessment or pre-collection consultation will aid in specimen triage	
Medical Renal Biopsy (random) ⁵	Tissue - 16 gauge needle recommended	YES	Fresh tissue cores on saline-moistened gauze	Must call Histology tech when patient is ready for procedure.	Required: Evaluated on-site for adequacy by Histotech - collect two initial cores and await adequacy assessment.	Call Histology prior to specimen collection (304-418-1382) Additional contacts: Dr. Howell (11-1628), EM Lab (304-418-1204)
Renal Mass Biopsy	Tissue	YES	Fresh tissue cores on saline-moistened gauze	5th Floor Gross Room	Optional: (1) Adequacy assesment (tech) (2) Other assessment (pathologist)	304-418-1381 for requesting on-site assessment or seeking consultation (Rebecca Reynolds)
Skeletal Muscle Biopsy ⁵	Tissue	Yes	Fresh tissue on saline-moistened gauze	5th Floor Gross Room		Call Histology prior to specimen collection (304-418-1382)

Laboratory Testing ¹						
For:	Specimen type	Paper Requisition?	Transport in:	Transport to: ²	On-Site evaluation? ³	Contact ⁴
Microbiology	Tissue/Fluid/Aspirate	no - place order in Epic	sterile container, tissue moistened with saline	3rd Floor Clin Labs	n/a	17-4234 (micro lab); 17-3212 (Amanda Murray)
Hematology	Blood/Fluid	no - place order in Epic	applicable vacutainer tube, sterile container	3rd Floor Clin Labs	n/a	174230 (heme lab); 170450 (Della Johnson), 173198 (Wendy Thorne)
Chemistry	Blood/Fluid	no - place order in Epic	applicable vacutainer tube, sterile container	3rd Floor Clin Labs	n/a	174232 (chem lab); 173213 (Meranda Mancino); 174243 (Dr. Tacker)
Specialized testing	Any	no - place order in Epic	see Quest Testing Catalogue	3rd Floor Clin Labs	n/a	174225 (specimen processing, Ashley Schmidt), 175783 (Taylor Garrett)

Bone Marrow Collection Schedule						
For:	Specimen type	Paper Requisition?	Schedule	Procedure	Note	Contact ⁴
Hematology/ Pathology	Bone Marow Biopsy/ Aspirate	no - place order in Epic	Bone Marrows are performed Monday - Friday 8 AM - 3 PM. Must be scheduled in advance. Call 74230	Must call Bone Marrow tech when patient is ready for procedure.	If not performed during scheduled time, the procedure time may need to be moved. Call Hematology lab if delayed.	174230 (heme lab); 170450 (Della Johnson), 173198 (Wendy Thorne)

1- Tissue (biopsy) specimens collected for Pathology **and** Clinical Laboratory Testing should be transported in separate containers. If combined in a single container, verbal communication of intended sample sharing **MUST** be provided. Any specimen submitted for Clinical Laboratory Testing **MUST** have at least 1 Beaker label affixed to specimen container.

2- Transport to this location if on-site assessment is **NOT** being performed. For any on-site assessment, pathologist or technologist will place specimen in appropriate medium and deliver to proper location. If delivering fresh specimen to gross room after hours, Pathology Resident On-Call **MUST** be notified.

3- On-site assessment is available for determining sample adequacy (rapid on-site assessment [ROSA] performed by a technologist) or for providing preliminary interpretation (rapid on-site evaluation [ROSE] performed by a pathologist). Assessments are possible on fine needle aspirations (FNA) or on tissue biopsies. When requesting on-site assessment from pathology dept, please provide information on **type of specimen** being collected and **specific need** (i.e. adequacy by tech vs preliminary interpretation by pathologist). These services are provided through Cytopathology and are available Mon - Fri 8AM -430PM on a first-come first served basis and are subject to staff availability. Services cannot be pre-scheduled. Contact Cytopathology when patient is ready for sampling.

4- Weekends & 6pm-7am, please contact resident on Anatomic and Clinical Pathology call schedule <http://oncall.wvuh.wvuhs.com/Amcom/AmcomWeb/>

5- Service only available Mon-Fri, 7am - 3pm. Must be scheduled in advance with Histology (304-418-1382).