

# Advanced Pathology Laboratory

## Specimen Rejection

1. A specimen will not be rejected until every possible effort has been made to correct any discrepancies involving the submission of a specimen. These discrepancies may include fixation, patient's identity, proper labeling of container or request form, and (or) completion of pertinent information on the requisition.
2. The technician, lab assistant or Pathologist will contact the concerned doctor's office or physician (as necessary) immediately upon receipt of the questionable specimen.
3. The responsible person from the doctor's office **must** correct the problems involving the patient or specimen's identity. Depending on the nature of discrepancy corrections are made via phone, fax, or in person. Initials on the request form and/or container document these changes.
4. If the problem is submersion in insufficient fixative or the wrong fixative, the technician will make every attempt to salvage the specimen, such as promptly submerging it in formalin or another preferred fixative. This is noted on the request form.
  - The concerned physician is notified regarding the improper state in which the specimen was received.
5. When every attempt is made by the laboratory to clear a discrepancy and all efforts are unsuccessful, then the specimen is returned to the place of origin.
6. Any discrepancy involved with the submission of a specimen is logged in the Specimen Discrepancy Log (see form, this section).