

Head and Neck Pathology Grossing Guidelines

Specimen Type: HEAD & NECK MUCOSAL BIOPSIES

Gross Template: Labeled with the patient's name (last name, first name), medical record number (#), designated "[]", and received [*fresh/in formalin*] is/are [*a single/number (if 5 or less pieces)/multiple*] [*color, consistency*] piece(s) of tissue measuring ***x ***x *** cm in aggregate and ranging from *** cm to *** cm in greatest dimension. The specimen is entirely submitted [*describe cassette summary*].

Cassette Submission: All tissue submitted

- Proper embedding for vertical sectioning through the mucosal surface is critical for the determination of early stromal invasion. To achieve this, instruction should be given to the histotechnologist for proper embedding by placing a task note in Beaker. If the mucosal surface can be identified, instruct the histotechnologist to cut on edge.
- If the specimen is greater than 4 mm, ink the deep aspect and bisect the specimen perpendicular to mucosal surface.
- Any head and neck biopsy smaller than 4 mm, request three separate slides with serial cuts up front. Subsequent recuts may lose diagnostic tissue.