

BREAST PATHOLOGY GROSSING GUIDELINES

FORMALIN FIXATION

Due to CAP-recommended guidelines for ER and HER2/neu (including FISH) testing, as much as possible, specimens should be placed in formalin within one hour after the time of surgery or biopsy (collection time). Furthermore, the breast tissue should be in contact with formalin for at least 6 hours, not to exceed 72 hours.

Core needle biopsies received in RPMI or saline require timely determination for a lymphoma work-up (e.g., for flow cytometry or B5 fixation) or other special studies. If neither are needed, core tissue should be immediately placed in 10% NBF.

Specimen collection time: The OR/Radiology staff records the collection time within the specimen description as CT or in Beaker. This time indicates when the breast specimen has been removed from the patient.

Ischemic time:

(Time tissue placed in formalin) – (Collection time) = Ischemic Time

For core needle biopsies received in formalin, the ischemic time is less than one minute.

Calculating formalin fixation times of Breast CORE NEEDLE Biopsies (WW):

All breast core (bx placed in formalin after 2 pm) → calculate time to 11pm

Calculating formalin fixation times of Breast CORE NEEDLE Biopsies (SMH & OUTREACH):

Breast core in formalin before 3pm → calculate fixation time until 9pm

Breast core in formalin at 3pm and between 3-5pm → calculate time to 11pm

Breast core in formalin at and/or after 5pm → Email histology (cc PathGrossLabOutreach) and ask histology to respond to the email to let us know what time it is loaded on the processor. Update fixation time.

Holiday weekends

Specimens should be submitted same day before holiday weekends and are not to exceed the formalin fixation time (6-72 hours).

SURGICAL PATHOLOGY SPECIMEN RADIOGRAPHY: FAXITRON

Consider Faxitron imaging paraffin blocks of needle core biopsies as needed for microcalcifications (when initial 3 H&E sections do not show calcs and specimen radiography showed calcs)

When an image is taken, an annotation of the patient's name and surgical case number must be included in each image. Any additional annotations that are relevant to the particular case should also be included, for instance, cassette numbers for calcifications.

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Image(s) should be uploaded into the case in Beaker; this must be noted in the gross description for billing purposes. (i.e., "A Faxitron image was taken of the specimen.")

Specimen Type: CORE NEEDLE BIOPSY

Procedure:

1. Measure aggregate of breast cores according to the appropriate grossing template.
2. If specimen is collected to examine calcifications, measure aggregate of cores received in mesh bag/cassette and designate which cassette these cores are placed in, as they will most often contain the calcifications
3. If a wheel-shaped collection device is received, indicate which (if any) compartments are marked and designate which cassette these cores are placed in.
4. Ink the cores (through the mesh bag) the indicated color per accessioning and document this in the gross description.
 - a. Use only a small amount of ink and do not ink the entire specimen. Inking is for identification only and too much ink can result in the slides being difficult to read.

Gross Templates:

MMODAL COMMAND: "INSERT BREAST BIOPSY"

The specimen is received in one formalin filled container, labeled with patient's name ([/last name, first name***]), medical record number ([insert MRN***]), and designated as "[Dictate full description listed in Beaker. Ensure that the specimen label matches the Beaker order***]". It consists of multiple tan-yellow cores measuring [measure in three dimensions***] in aggregate. The cores are inked [color assigned during accessioning***]. The specimen is entirely submitted, in a mesh bag, in [describe cassette submission***].

Total Ischemic Time: Less than 1 minute

Total Formalin Fixation Time: Approximately [For RR – all routine breast core – calculate fixation until 11pm. For Outreach and SMH -If collection time is before 3pm, calculate fixation time until 9:00 pm and submit for breast core 9pm – 6 hour processor

If collection time is collected at 3pm and/or between 3pm - 5pm, calculate fixation time until 11:00 pm and submit for breast core 11pm – 6 hour processor

If specimen is collected at 5pm or after email histology and cc PathGrossLabOutreach and ask histology to respond to the email to let us know what time it is loaded on the processor.

-calculation time rounded to nearest 15 minutes ***]

[Insert grosser's initials and todays date (SM 01/01/2000)***]

MMODAL COMMAND: "INSERT BREAST BIOPSY CALCS"

The specimen is received in one formalin filled container, labeled with patient's name ([/last name, first name***]), medical record number ([insert MRN***]), and designated as "[Dictate full description listed in

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*Beaker. Ensure that the specimen label matches the Beaker order***". It consists of multiple tan-yellow cores ranging from [***] cm in length x [***] cm in diameter received in a biopsy bag. There are multiple yellow-tan cores received free floating in the container which measure [measure in three dimensions***] in aggregate. The cores are inked [color assigned during accessioning***]. The tissue received in the biopsy bag is entirely submitted, in a mesh bag, in cassette [describe cassette submission***] and the remaining free floating cores are submitted, in a mesh bag, in cassette [describe cassette submission***].*

Total Ischemic Time: Less than 1 minute

Total Formalin fixation Time: Approximately **[For RR** – all routine breast core – calculate fixation until 11pm. **For Outreach and SMH** -If collection time is before 3pm, calculate fixation time until 9:00 pm and submit for breast core 9pm – 6 hour processor

If collection time is collected at 3pm and/or between 3pm - 5pm, calculate fixation time until 11:00 pm and submit for breast core 11pm – 6 hour processor

If specimen is collected at 5pm or after email histology and cc PathGrossLabOutreach and ask histology to respond to the email to let us know what time it is loaded on the processor.

-calculation time rounded to nearest 15 minutes ***]

[Insert grosser's initials and todays date (SM 01/01/2000)***]

MMODAL COMMAND: "INSERT BREAST BIOPSY CONTAINER"

The specimen is received in one formalin filled container, labeled with the patient's name ([last name, first name***]), medical record number ([insert MRN***]), and designated as "[***]". It consists of a wheel diagram labeled A-L. Compartments [A-D***] are marked with a [x or check mark**] and the remaining compartments are unlabeled. The compartments of the apparatus labelled [A through D***] contain multiple tan-yellow cores measuring [measure in three dimension***] cm in aggregate. The compartments of the apparatus labelled [D through F***] contain multiple tan-yellow cores measuring [measure in three dimensions***] cm in aggregate. The cores are inked [***]. The specimen is entirely submitted in a mesh bag.

CASSETTE SUMMARY:

A1 Tissue fragments from marked compartments [***]

A2 Tissue fragments unlabeled compartments [***]

compartments without tissue [List empty slots***]

Total Ischemic Time: Less than 1 minute

Total Formalin Fixation Time: Approximately **[For RR** – all routine breast core – calculate fixation until 11pm. **For Outreach and SMH** -If collection time is before 3pm, calculate fixation time until 9:00 pm and submit for breast core 9pm – 6 hour processor

If collection time is collected at 3pm and/or between 3pm - 5pm, calculate fixation time until 11:00 pm and submit for breast core 11pm – 6 hour processor

If specimen is collected at 5pm or after email histology and cc PathGrossLabOutreach and ask histology to respond to the email to let us know what time it is loaded on the processor.

-calculation time rounded to nearest 15 minutes ***]

[Insert grosser's initials and todays date (SM 01/01/2000)***]

Cassette Submission: All tissue submitted. Ensure case has been accessioned with a **BREAST NEEDLE CORE PACKAGE** (H&E x3 and unstained immuno slides x3).