



Diagnostic
Pathology
Medical
Group, Inc.

BIOPSIES TO BE SUBMITTED IN FIXATIVE: GENERAL INSTRUCTIONS

- Place the specimen in fixative as soon as it has been obtained. Prompt fixation preserves tissue structures and is essential for optimal microscopic interpretation. ***The smaller the biopsy, the more quickly tissue morphology deteriorates.***
- A ratio of at least 10:1, fixative to specimen volume, is necessary for adequate preservation.
- 10% buffered neutral formalin can be used on all biopsies. Use the formalin containers supplied by DPMG to reduce the possibility of leakage. ***Always cap them tightly.***
- Fill out the DPMG requisition with the patient's information. It is important that the specimen container and the requisition match exactly in this information. Discrepancies necessitate the specimen to be returned to your office to be remedied. ***This could delay the processing of the biopsy.***
- Include the following necessary information on the requisition:
 - patient's date of birth
 - patient's gender
 - patient's unique identification number (SS or medical record number)
 - physician's address
 - phone number and FAX number
 - cc doctor(s)
 - clinical history
 - special instructions, as applicable
 - insurance information

Without the necessary information, we are unable to process the biopsy in an expeditious manner. We may call you for verification, and in some instances, we may return the specimen to you for proper labeling. This is necessary to assure that the service we provide for your patients is of the most accurate and excellent quality we can provide.

- Label the specimen container with the sticker provided on the DPMG requisition form. Please include the patient's name (first and last) at a minimum; the specimen type and the date are helpful as well.
- If a sticker provided on the DPMG requisition is not being used, please label the specimen container with 2 acceptable identifiers which include but are not limited to: patient's name (first and last), DOB, SSN, unique random number (i.e. MRN), requisition number.
- Place the specimen and requisition in the plastic DPMG bag provided. There are separate pockets for the paperwork and the specimen. Make sure lids and labels are secure.
- Our courier service will pick up the specimens at pre-arranged time intervals.