



NEUROPATHOLOGY MUSCLE AND NERVE SPECIMEN COLLECTION AND TRANSPORT INSTRUCTIONS

Neuropathology Lab - 650.723.6042
Neuropathology Administration - 650.723.6041

STEP 1: Contact the Neuropathology Lab at 650.723.6042

Please telephone at least one day before the biopsy so that we can prepare to process the specimen. Please have the following information available:

- Procedure Date/Time
- Patient Name (*and case number if available*)
- Tracking number (*FedEx or Courier Confirmation Number*)
- Submitting Lab Contact Name & Phone Number

Fresh muscle and nerve biopsies are time sensitive and notification allows us to both prepare to appropriately process the specimen and to track a sample if it becomes lost/delayed during the shipping or delivery process. **Please make every effort to call in advance.**

Neuropathology Lab Hours:

Monday-Friday

7 a.m. to 4 p.m.

IMPORTANT: Cut off time for accepting regional biopsies is 3:30 p.m. If the sample will arrive past the cut off time, it could potentially be held overnight before processing. Specimens are NOT accepted on weekends or holidays.

Please complete and enclose the Stanford Neuropathology Requisition for all cases.

SKELETAL MUSCLE BIOPSY

Regional Biopsies

If delivering overnight or by same day courier, do the following:

- Place the specimens on gauze or a non-adhesive pad that has been lightly dampened with normal saline.
- Never immerse a specimen in saline or fixative of any kind.
- Never freeze specimens to be delivered same day or overnight.
- Place the entire specimen in a screw-cap or water-tight specimen container with the slightly moistened gauze or non-adhesive pad in a sealed biohazard bag.
- Place the biohazard bag into a styrofoam shipping container with at least TWO freezepakcs.
- Deliver to neuropathology lab by courier or sending institution choice.

Shipped Biopsies

If same day or next delivery morning is unavailable due to a weekend or a holiday, do the following:

- When same day or next day morning delivery of the fresh specimen (see above) is not possible, divide the muscle with a fresh scalpel. Separate one or two 1cm long pieces of the best portion of the specimen and freeze using the best method available for snap freezing. Retain the sample frozen until same or next day delivery is possible. The frozen sections should be shipped on dry ice.

- **Place the remainder of the biopsy into 10% formalin to be sent in a separate shipping container. (DO NOT FREEZE). Stanford NP will post-fix a portion in 3% glutaraldehyde.**

NERVE BIOPSY

- *If a vasculitis is the primary suspected diagnosis, place one half of the nerve biopsy in buffered formalin to include in the shipment with the remaining fresh portion.*

- **NEVER FREEZE a nerve biopsy**

Regional Biopsies

If delivering overnight or by same day courier, do the following:

- Place the specimens on gauze or a non-adhesive pad that has been lightly dampened with normal saline.
- Never immerse a specimen in saline or fixative of any kind.
- Never freeze specimens to be delivered same day or overnight.
- Place the entire specimen in a screw-cap or water-tight specimen container with the slightly moistened gauze or non-adhesive pad in a sealed biohazard bag.
- Place in the styrofoam container with TWO freezepakcs for expedited transport to Stanford Neuropathology. The specimen must reach our laboratory within 12-24 hours.

Shipped Biopsies

If same day or next delivery morning is unavailable due to a weekend or a holiday, do the following:

- When same day or next day morning delivery is not possible, the submitting pathologist should place the entire new biopsy in 10% buffered formalin. Postfixation of a portion in glutaraldehyde will be done in the Stanford Neuropathology Lab after receipt.

See shipping/delivery information on back of page

MUSCLE AND NERVE BIOPSY TRANSPORT INSTRUCTIONS

REGIONAL DELIVERY OF MUSCLES AND NERVES

If the procedure is done within the greater San Francisco Bay Area region, the specimen must reach our laboratory within 12-24 hours. To set up a specimen pick-up, please call:

Stanford On-Call Courier Service
1.877.790.5122

It is most efficient to call prior to the scheduled biopsy, as it decreases the amount of time the courier will spend getting to your location. Courier pick-ups can be scheduled up to 48 hours in advance of the procedure.

Have the courier deliver to:

Stanford Neuropathology
3375 Hillview Avenue
Palo Alto CA 94304

Once a pick-up has been arranged, call the Neuropathology Lab at 650.723.6042 to notify them the sample is coming.

Neuropathology Lab Hours:
Monday-Friday
7 a.m. to 4 p.m.

IMPORTANT: Cut off time for accepting regional biopsies is 3:30 p.m.
If the sample will arrive past the cut off time, please hold until the next day.
Specimens are NOT accepted on weekends or holidays.
650.723.6042

OUT OF AREA SHIPPING OF MUSCLES AND NERVES

IMPORTANT: Specimens should only be shipped by overnight express, (i.e. FEDEX) for next day morning delivery on Monday through Thursday.
Specimens are NOT accepted on weekends or holidays.

Biopsies that can not be received by next morning delivery on Monday through Thursdays, should divide the muscle into portions for formalin fixation and freezing. In the same circumstance, nerve biopsies should be placed in their entirety in formalin.

All specimens should be shipped to:
Stanford Neuropathology
3375 Hillview Avenue
Palo Alto CA 94304
650-723-6042

Please call the Neuropathology Lab with the tracking number so they can expect and track the sample **650-723-6042**.