

DERMATOPATHOLOGY LOG SHEET

PATHOLOGISTS DIAGNOSTIC LAB, PA



FROM THE OFFICE OF: _____

NAME OF PATIENT	#BOTTLES	PHYSICIAN	REPORT RECEIVED
1-			
2-			
3-			
4-			
5-			
6-			
7-			
8-			
9-			
10-			
11-			
12-			
13-			
14-			
15-			
16-			
17-			
18-			
19-			
20-			

INSTRUCTIONS (SEE OVER ALSO)

ALL offices: Please write your patients' names above, with the number of separate specimen containers for each patient.

- Before sending, please initial and date the form at lower left, and place the white copy in the large plastic bag containing all the specimens for the laboratory.
- Keep the blue copy of this form.

If sending by Fedex: Please attach your copy of the "USA Airbill" to your blue copy.

Form completed by:

Form completed by:

(Initials)

(Date and Time)

Courier collected:

(Initials)

(Date and Time)

(Initials)

(Date and Time)

(Fedex Airbill Dated)

**PACKAGING AND HANDLING INSTRUCTIONS
FOR
TRANSPORTATION OF BIOPSIES**

- 1) Use a separate small plastic biohazard bag for each patient.
- 2) Make sure each bottle has a label with the patients name on it, and a number on each label corresponding to the sites listed on the Pathology Request form.
- 3) If you have more than six specimens on one patient, attach a second Dermatopathology Request form to the back of the first, filling out only patient's name and date of birth in the demographics, and use its labels on additional specimen containers.
- 4) Fold the Request form for each patient and place it, writing face out, in the side pouch, with the specimen bottles into the other sealed side of the small plastic biohazard bag.
- 5) if using **Fedex transport**, place an absorbent pad in each small bag before sealing.
- 6) Seal the small biohazard bag.
- 7) Place all the small bags into a large sealed bag for transportation, along with the white copy of this Log sheet, completed and initialed.
- 8) Keep the blue copy of this form (plus Airbill if using Fedex transport) so you can check off when the reports are received back from the laboratory.

For assistance:

Reports and Client service, Supplies: Phone (336) 760-1388 or Toll-Free (888) 760:1388

Laboratory: Phone (336) 718-3708

Supplies: Please complete table below, and FAX TO (336) 760-1398,
OR PHONE TO (336) 760-1388

Item	Quantity	Lab Use
		Date Sent/Initials
Dermatopathology Request Forms		
Specimen Bottles - 5 ml formalin		
- 20 ml formalin		
- 60 ml formalin		
- 90 ml formalin		
Immunofluorescent medium		
Cyto-Chex for Flow cytometry		
Small biohazard bags		
Large biohazard bags		
Fedex Airbills		
Absorbent pads for Fedex		
Cardboard boxes for Fedex		
Yellow IATA labels for Fedex		
Log Sheets		
Fedex cardboard boxes		
Other		