



# CLIENT FOCUS

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## CONTACT US

### SOUTHEASTERN PATHOLOGY

706-291-2430

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After hours, if you know the extension of the person you wish to reach, you may call

706-291-8702

#### TECHNICAL QUESTIONS:

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Laboratory Manager

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Becky Junkins

Cytology Manager

Ext: 134

#### SUPPLIES, REPORTS, COURIER SERVICES:

SEP or LabCorp

Lisa Lance

Patient Service Center Manager

Ext: 155

#### BILLING QUESTIONS:

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[www.sepath.com](http://www.sepath.com)

## “Fixing” your specimens

### Choosing the correct fixative

Clients occasionally submit a specimen in the incorrect container and fixative. While this can be confusing, for ideal specimen preservation the preferred fixative can be critical. Tissue specimens for routine histopathology, from skin and gastrointestinal biopsies to larger resection and whole organ specimens, should always be placed in the pre-filled 10% formalin containers or using bulk formalin supplied by our laboratory. Formalin is a universal fixative that does an excellent job at preserving the living cell and penetrates the tissue rapidly. Once in formalin, a specimen is “preserved” for weeks and certainly until your next courier pick-up.

Cytology specimens, on the other hand, better utilize the properties of an alcoholic fixative which, like formalin, preserve specimens for a period of weeks. Cytolyt® is a methanol-based fixative for fine needle aspirates of all sources, urine/body fluids, and brushings or washings intended for cytological evaluation. These specimens should be added to a pre-filled container of Cytolyt and the collecting syringe or device gently rinsed or flushed with Cytolyt to ensure transfer of all material into the container. Cytology specimens, especially bulk body fluids, often arrive “fresh”, or unfixed, and are acceptable, though are better if received by our lab the day of collection. Pap testing is also performed on alcohol-fixed specimens and should be limited to containers specifically intended for gynecological specimens from the cervix or vagina.

If the incorrect fixative is used, specimens are somewhat forgiving, but for truly quality preservation, processing, staining and interpretation, the proper fixative for the tissue type provides for superior patient care.

If you need additional fixative, containers or other supplies, they can be ordered on our website (no password required) or you may contact our Patient Service Center Manager, Lisa Lance (Ext. 155).

## On-call Courier Pick Up

Most of our clients outside Rome are served by couriers who follow a regularly scheduled route. For those of you who call us when a courier is needed, please note that advance notice is necessary so that the courier’s route can be adjusted. In order to have a specimen picked up by the courier on the same day, please contact us before the courier leaves SEP. The schedule below shows the names of the couriers and approximate times of departure. To schedule a pick up or if you have any questions, please contact Lisa Lance (Ext. 155). Thank you.

<i>Area Served:</i>	<i>Courier:</i>	<i>Approximate Departure Time</i> <small>Subject to Change</small>
Villa Rica, Dallas, Cartersville	Mary McCoy	9:30 am
Carrollton, Temple, Cedartown	Regina Gilbert	11:30 am
Centre, Ft. Payne	Coni Bethune	10:00 am
Armuchee, Dalton, Calhoun, Adairsville	Shirley Bethune	12:30 pm

This newsletter is also available on our website.

***State of the art equipment serving your patients!***

As most of you know, liquid-based cytology has revolutionized the quality of Pap test screening for your patients. The ThinPrep method provides superior and representative cellularity. It uses reproducible proprietary staining methods of excellent quality for clarity of target cells. Microscopic evaluation and interpretation has never been more precise. Given our current understanding of the biology of cervical dysplasia, the ability to order HPV testing from the same sample is clearly advantageous.

Combining the ThinPrep Pap test with the Cytoc Imager has further improved the specificity and sensitivity for the detection of cervical cancer. The Imager is a computer-assisted pre-screening instrument that electronically identifies 22 fields of view representing the overall cytological picture for a given patient. Companion microscopes then permit the cytotechnologists and pathologists to assess the specimen and render an interpretation.

SouthEastern Pathology is proud to bring to you the latest in superior technology in the important endeavor of cervical cancer surveillance and invites your questions. We extend you the offer to visit our cytology department for a closer look at this process.

***Congratulations!***

Congratulations to Janice Duncan from Harbin Clinic Ear Nose and Throat. Janice was the winner of our iPod Nano®. Her name was chosen in a drawing from the names of all of you who responded to our data survey.

We are still anxious to be sure our information is accurate. If you did not respond to the survey or if you have had changes since responding, please contact us so that we can keep your information as current as possible. Thank you.

***SouthEastern Pathology is open from 8:00-5:00, Monday through Friday. Our patient area is closed from 12:30 to 1:30 daily. After hours, you can reach the pathologist on call using the beeper, 706-295-8456.***

***Online Order Entry: COOL FACTS***

Online Order Entry for Paps provides a list of diagnosis codes that can be used. You can search for an appropriate code using a key word relating to the test. Did you know that if you cannot find an appropriate code and you enter a new one, our system “collects” that code? It will be added to the list the next time you use the system. The same goes for Online Order Entry for Tissues.

Did you know that if Online Order Entry for Paps or Tissues is not convenient for you because your exam rooms are not situated near a computer, there may be another way that Online Order Entry might work well in your practice? When creating a requisition, there is an option to “Enter Patient Only” which allows you to search for the patient based on name and/or Social Security number. If that patient is in our system, it will automatically pull up the patient demographics. The result is a partially completed form. It is possible each morning to pull up and print partially completed requisitions for each of the patients that you are scheduled to see that day. The pre-printed results should be double-checked to make sure the Social Security number and date of birth are correct, and that that the information hasn't changed (address, insurance company, policy #, etc). Clinical information can then be hand-entered on the pre-printed “requisition” at the time of service.

These features require a username and password. If you think this feature might be of interest to you, please contact Lisa Lance (Ext. 155) or Tina Burkhalter (Ext. 120) for more information.

***For your protection and ours.....***

SouthEastern Pathology knows that your patients’ specimens are generally irreplaceable and has protocols in place to safeguard them during transport. To that end, many of you use our specimen sign-out logs to record your specimens. Our couriers verify patient name and the number of containers for each individual specimen against the log, signing for each specimen picked-up. Discrepancies, thankfully rare, often can be prevented at the time of pick-up. In addition, discrepancies not discovered until the individual specimen bag is opened at pre-processing, can also often be resolved with the assistance of the log. Logs are a convenient size, offer two-part copies and are bound for a permanent record. If you are not using the log and would like to try one, please contact Lisa Lance, Patient Service Center Manager at extension 155.

***Receiving reports***

There are several different ways to receive your SEP reports.

- The quickest way is to receive faxed copies. Once each case is complete, the report will be faxed directly to you. If you are interested in receiving faxed copies of reports please call Lisa Lance (Ext. 155).
- Cases are also available for viewing and/or printing through our website (www.sepath.com). By logging in with your Username and password, you can access all completed reports for your patients. If you do not have a Username and password please call Lisa Lance (Ext. 155).
- Of course, you can always receive a hard copy delivered by an SEP courier or U.S. mail in addition to or instead of the faxed copy.

Please contact Lisa Lance if you have any questions about or problems with receiving reports.