

## Cerebrospinal Fluid (CSF) for Cytological Examination

Please note that these specimens must be sent or delivered to the **Neuropathology Department**, not to General Pathology, as soon as possible, and always within 72 hours of collection from the patient.

Failure to do this may result in the specimen being left in the wrong department for a significant period of time before Neuropathology staffs are notified of its existence. The deterioration of the specimen during this period may affect the quality of the diagnostic result.

If the specimen is taken outside of Neuropathology working hours, the specimen may be kept in a ward fridge until the department is open. **Storage in a fridge for longer than 72 hours or at room temperature for more than a few hours will render the specimen diagnostically useless.**

For external sites - please schedule the procedure early enough in the day to ensure the specimen arrives at the laboratory before 3pm, this is to account for any problems or delays in transport.

Any patient **with or suspected** of having any of the following are considered to be an Inoculation Risk:

- HIV
- Hepatitis B
- Hepatitis C
- Creutzfeld Jakob Disease
- Tuberculosis

For the safety of staff, please ensure that these investigations are kept to a minimum and **do not send any unfixed/fresh samples without prior approval of the lab.**

Forms and specimen pots must be clearly labelled as a "**Biohazard Risk**" or "**Inoculation Risk**" even if the risk is only suspected.

<b>Prior notification</b>	Please inform the laboratory on Ext 42400 to let them know a CSF is being taken. This will alert staff to look for the sample if not received as expected. Please leave your contact details for any follow ups.
<b>Container</b>	A universal plastic specimen pot, clearly labelled with the patient's details.  Ideally at least 1ml of CSF is required. No fixative should be added to the container.  The pot must be placed in a sealable specimen bag.  <b>Where CSF requires analysis in multiple departments, a separate CSF pot must be sent for each department as</b>

	<b>alternate analysis methods can damage the integrity of the sample.</b>
<b>Accompanying information</b>	Either a completed green Neuropathology request form or a request on ICE. The request should be completely filled out, including clinical details and any potential infection risks.
<b>Point of delivery</b>	<p>Pneumatic tube system – during working hours only. Ensure that the department is telephoned (x42400) immediately prior to sending the specimen.</p> <p>By porter – preferably directly to Neuropathology Main Laboratory. Alternatively, the specimen can be delivered to Cellular Pathology Specimen Reception, Phase 2, Pathology Sciences Building. If delivered to Specimen Reception, ensure the Neuropathology Department is contacted by telephone so the sample can be collected immediately.</p> <p><b>Never leave the sample in Specimen Reception without speaking to a member of the Neuropathology team.</b> It is imperative that the sample is dealt with in the quickest possible manner if fresh.</p> <p>For external sites - any outer packaging such as a box or envelope should be appropriately labelled as described in <b>section 2</b> with the Neuropathology Department's address and contact number. It should also be clearly labelled as an urgent fresh specimen to prevent delays if delivered to the wrong department.</p> <p style="text-align: center;">Address: Department of Neuropathology Pathology Sciences Building (Phase 2) Southmead Hospital Bristol BS10 5NB</p> <p>Contact number: 0117 414 2400</p>

**THIS IS A CONTROLLED DOCUMENT**