



June 24, 2019

CONSULTATION POLICY AND PROCEDURES

The Hematopathology Section provides consultation in selected cases of diagnostic difficulty. The following is a list of instructions regarding cases to be submitted in consultation.

1. Each case must be accompanied by a cover letter from a physician involved in the patient's care (Pathologist or Clinician). The cover letter should provide:
 - Patient Name, Age, Date of Birth (MO/DAY/YR)
 - Pertinent clinical information (Brief clinical history)
 - The reason for the consultation
 - Specific questions to be answered
 - The referring pathologists working diagnosis or differential diagnosis
 - Contact information with an email address or FAX number.
2. Provide a copy or copies of the outside pathology report(s), even if preliminary/gross only.
3. Submit representative H&E stained slides and existing immunohistochemistry stains, along with the paraffin block. If a paraffin block cannot be submitted, please submit at least 15 unstained slides on charged slides.
4. Outside special stains and immunohistochemical slides will be returned to the contributing laboratory.
5. The Hematopathology Section will retain representative H&E stained slides on all cases submitted in consultation. It is preferable to submit recut slides, rather than originals, as we cannot take responsibility to return the original slides after our review. In selected cases if recuts cannot be prepared due to limitations in the biopsy material, the H&E slides will be returned. ***We discourage the submission of needle core specimens, which are accepted infrequently.***

As a division of the federal government, there is no charge for diagnostic consultations performed by the Laboratory of Pathology. However, the Laboratory of Pathology reserves the right to refuse consultation for cases submitted for routine immunophenotypic or molecular studies and suggests that such cases be submitted to a reference laboratory. Additionally, we do not accept cases submitted solely for "second opinion at patient request."

Please direct all required items to:

Dr. Elaine S. Jaffe
Building 10/3S 235
10 Center Drive
Bethesda, MD 20892-1500

PH: 301/480-8040
FAX: 301/480-8089

Incomplete submissions will be held without review, and returned to the contributor, after 30 days. Do not use postal services, but ship through overnight shipping such as Fed Ex, UPS.