



**Royal Prince Alfred Hospital  
Department of Neuropathology**

Level 7, BMC M02F, 94 Mallett Street, Camperdown NSW 2050  
Tel: 02-9351 0741 Fax: 02-9114 4020 Email: neuropathology.lab@sydney.edu.au

**Protocol for Sending the Specimen for Examination**

**Specimen required:**

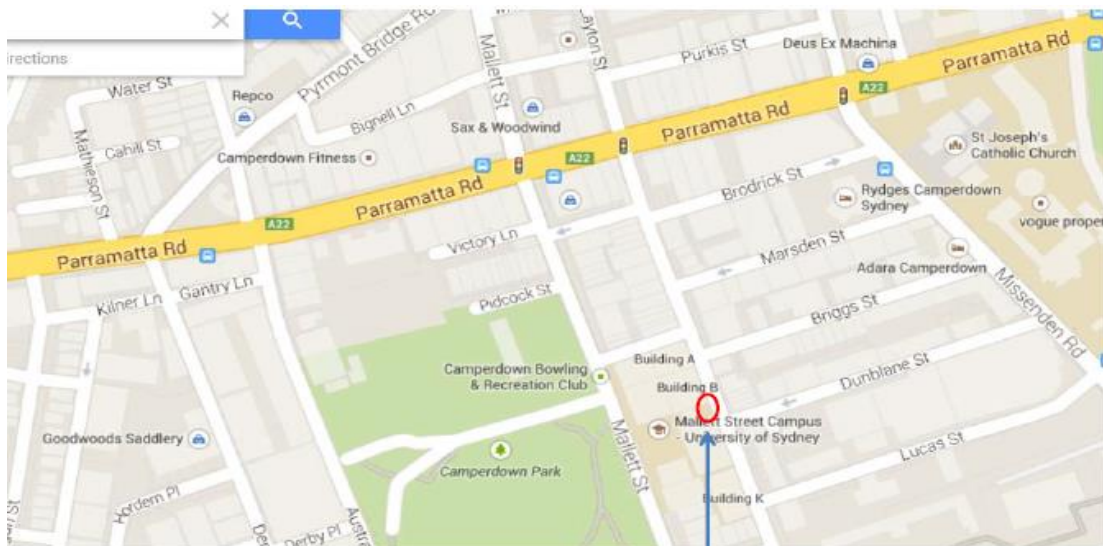
- 1) Brain Autopsy: Whole brain and/or spinal cord fixed in 10% Neutral Buffered formalin
- 2) Brain Autopsy with suspected Creutzfeldt –Jakob disease ( CJD): Brain hemisphere, hemi-cerebellum and brainstem fixed in 10% Neutral Buffered Formalin
- 3) Second opinion on histological material: Stained slides and tissue blocks

**Information required:**

- 1) 24 hours advance notice for delivery of Brain autopsy. Please contact the Neuropathology laboratory manager at 02-93510741 to organise the delivery date and time.
- 2) Specimen reception time: 9:30 am -4:30pm Mon-Fri.
- 3) Fill out the NEUROPATHOLOGY REQUEST form, in particular the followings:
  - Precise identification of specimen.
  - All specimen details including Billing Classification. For a public outpatient, please fill out the MEDICARE ASSIGNMENT section with patient’s signature.
  - Referring doctors (to whom report may be sent) and their provider number, phone and fax number.
  - Relevant clinical information.
  - Email or fax the form to the Neuropathology laboratory.

**Address for sending specimen:**

Department of Neuropathology  
Level 7, Brain and Mind Centre Building F  
94 Mallett Street Camperdown NSW 2050  
Phone: 02-93510741; Fax: 02-91144020  
Email: neuropathology.lab@sydney.edu.au



Delivery Dock at the back  
on Church Street

## Specimen Packaging Instructions:

- 1) Brain Autopsy {tissue should be triple sealed (at a minimum) to reduce likelihood of formalin leakage}:
  - a. Brain is to be fixed in formalin for a minimum of two weeks prior to sending.
  - b. Wrap brain in formalin-soaked wadding/cotton wool or similar. Do not send in liquid formalin.
  - c. Seal brain and wadding inside a plastic bag.
  - d. Place sealed bag inside bucket and seal the lid with tape.
  - e. Place sealed bucket into a box, including any necessary paperwork.
  - f. Seal the box with tape and label with the senders and the recipients addresses.
  - g. Send by couriers.
  
- 2) Brain Autopsy with suspected Creutzfeldt –Jakob disease ( CJD): Brain hemisphere, hemi-cerebellum and brainstem fixed in 10% Neutral Buffered Formalin
  - a. See above, but ensure box is labelled “INFECTIOUS - Do Not Open”. Use the approved labels.
  
- 3) Slide stains and tissue blocks:
  - a. Slides
    - i. Place slides into slide mailers, or slide boxes.
    - ii. Seal the slide mailer/slide box with tape.
    - iii. Place into an appropriate padded bag or box.
    - iv. Place copies of all relevant documentation into box.
    - v. Label box and send by mail or by courier.
  - b. Tissue blocks
    - i. Place tissue blocks into an appropriate sized container to ensure minimal damage to the tissue blocks.
    - ii. Seal the container.
    - iii. Place the container into an appropriate padded bag or box.
    - iv. Place copies of all relevant documentation into box.
    - v. Label box and send by mail or by courier.

For detailed packaging requirements, please refer to the following pdf document on the Australian Government Health website.

[https://www.health.gov.au/internet/main/publishing.nsf/Content/4F97263708B66C49CA257BF0001E012A/\\$File/Reqmts%20PackagingTransport%202013.pdf](https://www.health.gov.au/internet/main/publishing.nsf/Content/4F97263708B66C49CA257BF0001E012A/$File/Reqmts%20PackagingTransport%202013.pdf)