



सत्यमेव जयते



Dated 03.04.2020

**Version 01**

## **STANDARD OPERATING PROCEDURE FOR HEMATOLOGY** **SAMPLES OF COVID-19 SUSPECTED/ POSITIVE CASES**

### **SAMPLE RECEPTION:**

- Consider all specimens received in the laboratory as potentially infectious
- Check whether all hematology COVID-19 suspected/confirmed specimens are properly and **labelled clearly** in the requisition form
- Check whether all sample collected in appropriate anticoagulated vials are further placed in a secondary container (**zip lock bag/ small plastic container**) to minimize the potential breakage or spill. All these containers must be received in a large plastic box with **biohazard label** (COVID-19)
- **DO NOT** receive hematology samples rolled up in the requisition forms

### **PERSONNEL PROTECTION AND HANDLING:**

- Personnel handling the hematology sample must wear appropriate **personal protective equipment (PPE)** (Eye protection, double surgical masks, a long sleeved gown, gloves and shoes)
- Process the sample only in auto analyser specially assigned for COVID-19
- CBC+Diff alone should be done. **DO NOT** open the vial and prepare peripheral smear
- **DO NOT** do vigorous shaking, mixing or vortexing the sample
- Centrifuging of hematological sample **SHOULD NOT** be done.

### **SAMPLE DISCARDING:**

- Work surfaces and equipment must be **decontaminated** after processing the sample
- Use **sodium hypochlorite (bleach)** (e.g. 1,000 ppm (0.1%) for general surface disinfection and 10,000 ppm (1%) for disinfection of blood spills) for 30 minutes
- Infectious material/tubes to be disposed in a **separate yellow bag** labelled COVID-19 and sent to Biosafety Waste division.



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- PPE must be removed and hand over the sample to **biohazard and waste management team**
- **Hand washing** should be done with either soap or alcohol

**STANDARD OPERATING PROCEDURE FOR HISTOPATHOLOGY**  
**SAMPLES OF COVID-19 SUSPECTED/ POSITIVE CASES**

**SAMPLE RECEPTION:**

- Consider all specimens received in the laboratory as potentially infectious
- Check whether all COVID-19 suspected/confirmed specimens are properly and **labelled clearly** in the requisition form
- Check whether all the specimens collected in appropriate containers are filled and properly sealed with formalin and further placed in a secondary container to minimize the potential breakage or spill. All these containers must be received in a large plastic box with **biohazard label** (COVID-19)
- **DO NOT** receive any specimens rolled up in the requisition form

**PERSONNEL PROTECTION AND HANDLING:**

- Personnel handling the histopathology specimen must wear appropriate **personal protective equipment (PPE)** (Eye protection, double surgical masks, a long sleeved gown, gloves and shoes)
- Formalin in the containers needs to be replaced afresh in the laboratory after reception. Allow the specimen to fix in formalin **for minimum of 24 hours** after reception in the laboratory.
- All large specimens must be cut for further fixation only after 24 hours minimum fixation time in the laboratory. After adequate fixation, for an additional 48 hours, the specimens can be grossed and sampled for further processing.



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- All fresh or partially fixed specimens must be handled under **biosafety cabinet level II**. In view of non-availability of biosafety cabinet, handling of all fresh/frozen tissues for surgical margins, tumour assessment and immunofluorescence are suspended.
- External surfaces of specimen container **must be decontaminated with 70% alcohol or 0.1% hypochlorite** before handling for replacing formaldehyde.
- **DO NOT** accept frozen section.
- During tissue processing, add an additional step of formalin for 12 hours at 37 degrees centigrade before dehydration step.

#### SAMPLE DISCARDING:

- Work surfaces and equipment must be **decontaminated** after processing the specimen
- Use **sodium hypochlorite (bleach)** (e.g. 1,000 ppm (0.1%) for general surface disinfection and 10,000 ppm (1%) for disinfection of blood spills) for 30 minutes
- Infectious material to be disposed in a **separate yellow bag** labelled COVID-19
- PPE must be removed and hand over the sample to **biohazard and waste management team**
- **Hand washing** should be done with either soap (minimum 3 minutes) or minimum 60% alcohol hand rub for 30 seconds after every work shift.

### STANDARD OPERATING PROCEDURE FOR CYTOPATHOLOGY

#### SAMPLES OF COVID-19 SUSPECTED/ POSITIVE CASES

#### SAMPLE RECEPTION:

- Consider all specimens received in the laboratory as potentially infectious
- Check whether all COVID-19 suspected/confirmed specimens are properly and **labelled clearly** in the requisition form
- **DO NOT** receive any specimens rolled up in the requisition form

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**PERSONNEL PROTECTION AND HANDLING:**

- Personnel handling the cytopathology specimen must wear appropriate **personal protective equipment(PPE)** (Eye protection, surgical masks, a long sleeved gown, gloves and shoes)
- Centrifugation can be performed only under **biosafety cabinet level II**. In view of non-availability of the BSL II laboratory, fluid samples cannot be accepted in the Cytology laboratory. For very critical samples such as CSF, samples and requisition form has to be routed through Microbiology lab where the centrifuged smears after alcohol fixation for 30 minutes can be sent to Pathology Department for further staining and interpretation. No air-dried smears can be performed in view of the infectious risks.
- Allow the specimen to fix in alcohol for at least 30 minutes.
- External surfaces of specimen container **must be decontaminated with 70% alcohol or 0.1% hypochlorite**
- **DO NOT** do vigorous blending/shaking, mixing, vortexing or centrifuging the sample
- **Fine needle aspiration cytology cannot be performed without full PPE.** Hence, FNACs are suspended for the time being.

**SAMPLE DISCARDING:**

- Work surfaces and equipment must be **decontaminated** after processing the specimen
- Use **sodium hypochlorite (bleach)** (e.g. 1,000 ppm (0.1%) for general surface disinfection and 10,000 ppm (1%) for disinfection of blood spills) for 30 minutes
- Infectious material to be disposed in a **separate yellow bag** labelled COVID-19
- PPE must be removed and hand over the sample to **biohazard and waste management team**
- **Hand washing** should be done with either soap or alcohol



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# STANDARD OPERATING PROCEDURE FOR HEMATOLOGY / CLINICAL PATHOLOGY SAMPLES OF COVID-19 SUSPECTED/ POSITIVE CASES

### SAMPLE RECEPTION:

- Consider all specimens received in the laboratory as potentially infectious
- Check whether all haematology/clinical pathology samples from COVID-19 suspected/confirmed specimens are properly and **labelled clearly** in the requisition form
- Check whether all sample collected in appropriate anticoagulated vials are further placed in a secondary container (**zip lock bag/ small plastic container**) to minimize the potential breakage or spill. All these containers must be received in a large plastic box with **biohazard label** (COVID-19)
- **DO NOT** receive haematology samples rolled up in the requisition forms

### PERSONNEL PROTECTION AND HANDLING:

- Personnel handling the hematology/urine sample must wear appropriate **personal protective equipment(PPE)** (Eye protection, surgical msk, a long sleeved gown, gloves and shoes)
- Process the sample only in auto analyser specially assigned for COVID-19
- CBC+Diff alone should be done. **DO NOT** open the vial and prepare peripheral smear
- **DO NOT** do vigorous shaking, mixing or vortexing the sample
- Centrifuging of haematological / urine sample **SHOULD NOT** be done

### SAMPLE DISCARDING:

- Work surfaces and equipment must be **decontaminated** after processing the sample



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- Use **sodium hypochlorite (bleach)** (e.g. 1,000 ppm (0.1%) for general surface disinfection and 10,000 ppm (1%) for disinfection of blood spills) for 30 minutes
- Infectious material to be disposed in a **separate yellow bag** labelled COVID-19
- PPE must be removed and hand over the sample to **biohazard and waste management team**
- **Hand washing** should be done with either soap or alcohol

**SOP Version 01 –**

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