

MULTI-ORGAN SUBMISSION POLICY

Please note of MHPL's new guideline for submission of multi-organ specimens. A "multi-organ submission" refers to multiple tissue types and organs derived from a single experimental animal.

1. Different organs should be submitted separately in individual labeled vials or specimen cassettes. Different organs from one animal should not pooled into one container.
2. An exception are thick slices or portioned pieces coming from one organ (e.g., coronal or sagittal pieces of one brain; hemisected halves of the kidney; separated lobes of the liver or lungs; portioned pieces of skin or large tumours), which can all be submitted in one vial or cassette provided the specimens do not overcrowd a tissue cassette.
3. For large volume orders, with multi-organ specimens, we recommend that you place unique orders for each organ/tissue type (e.g., for an order where brain, heart and kidneys are submitted for each animal, please create separate orders at NUCORE for brain only, heart only and kidneys only).
4. Multi-organ submissions that fail to follow these new guidelines would not be processed and will be returned to clients so that clients can sort the individual tissue types into unique vials/cassettes for resubmission.


Some additional reminders:


1. Tissue cassettes should only be labeled with PENCILS. Do not use ink pens or so-called permanent markers as ink will be erased by the solvents used for tissue dehydration and paraffin processing in the preparation of tissue blocks.
2. Limit the SAMPLE IDs strictly to 15 characters on the requisition form as this is the character-limit for labeling microscope slides with our printer.
3. Detailed instructions for ordering MHPL services can be found in the NUCORE webpage:
<https://nucore.northwestern.edu/facilities/mhpl>

These updated guidelines are meant to streamline the processing of histology specimens and guarantee the timely delivery of our services. Please understand that the MHPL is operating with limited staff and we continually try our best to make the processing of your samples more efficient.

Sincerely,
MHPL TEAM

Mouse Histology & Phenotyping Laboratory
Robert H. Lurie Comprehensive Cancer Center
Northwestern University Feinberg School of Medicine

 Olson Pavilion Bldg., Rooms 8-333 and 8-335, 710 N. Fairbanks Ct., Chicago, IL 60611

 (312)-503-2679; (312)-503-2369

 mhpl@northwestern.edu

<https://www.feinberg.northwestern.edu/sites/mhpl/>