
Objective

On arrival at an accepting Transplant Centre, during the physical assessment of an organ, there are occasions when suspicious lesions are identified that require histopathology assessment. This is not a service provided or commissioned by NHSBT and the destination of samples can vary significantly.

This process provides guidance for all those involved in the histopathology assessment of samples that may affect the safety of an organ, including Transplant Centres, Histopathologists, Biomedical Scientists, Hub Operations staff, and SNs

Changes in this version

Amendments to procedural diagrams to improve logical flow and specify use of consistent and clearer language (Pages 2 to 3)

Addition of Histopathologist instructions to use secure email when sharing reports (Page 3)

Additions of SOP4938 – Sharing Clinical Information and SOP5352 – Findings During Retrieval Requiring Histopathology or Microbiology Assessment as related document processes (Page 4)

All references to 'pager' have been removed.

Roles

- **Transplant Centres** – To notify Hub Operations immediately if any new suspicious lesions are identified during organ assessment at the Recipient Centre, and timescales of any results to be available. To ensure consideration of other potential recipients when making decision around biopsy plans. To communicate both provisional and final results in a timely way.
- **Histopathology Laboratory** – Notify SN/Hub Operations of any findings or results following histopathology assessment.
- **Hub Operations (HO)** – To follow **SOP4938** for sharing of new clinical information.
- **Specialist Nurse (SN)** – The SN is responsible for ensuring the provisional and final histopathology results are ascertained. SN to follow SOP4938 for Sharing of Clinical Information.

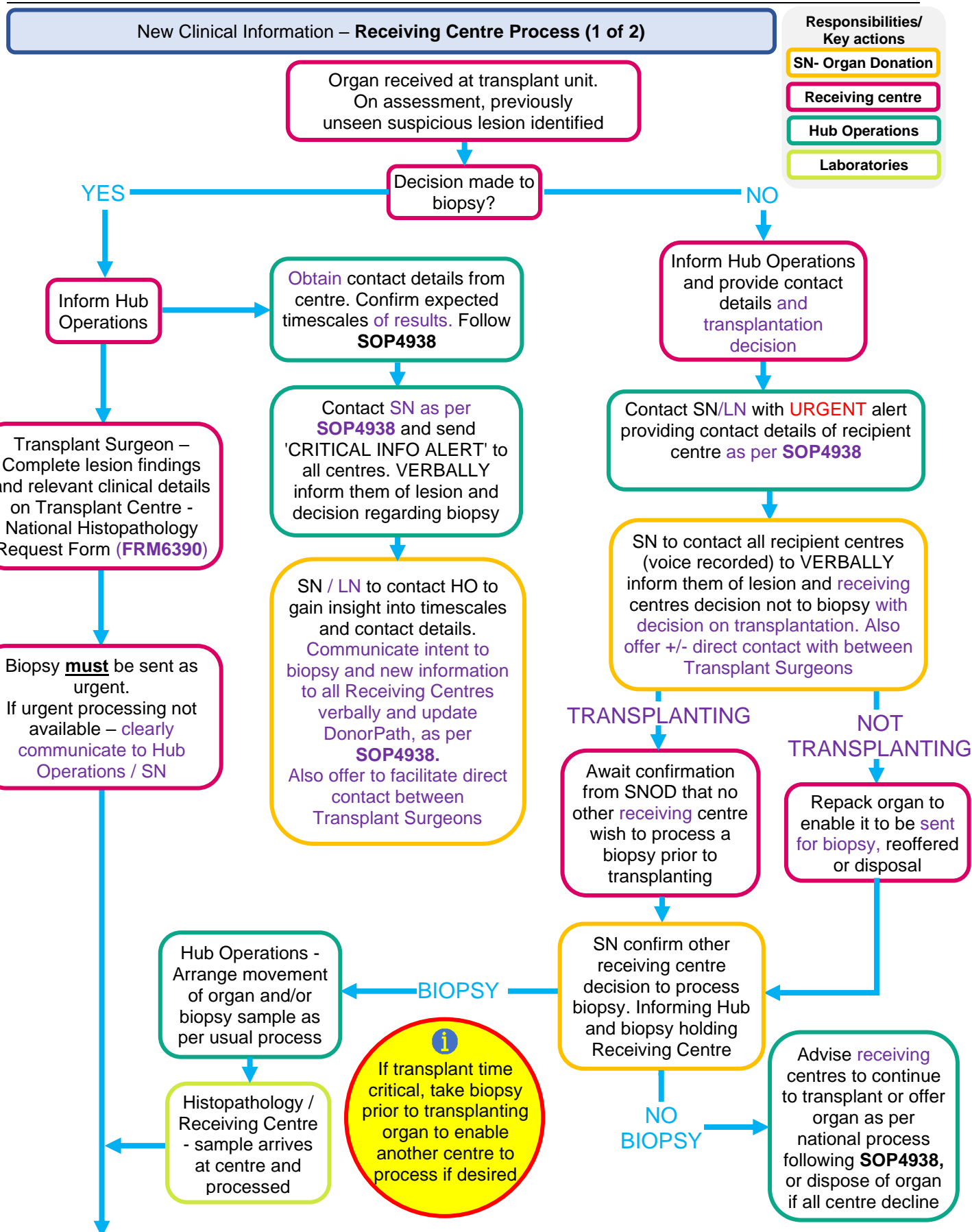
SOP5735/3 – New Findings Made at Transplant Centres Requiring Histopathology Assessment



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New Clinical Information – Receiving Centre Process (2 of 2)

Responsibilities/ Key actions

SN- Organ Donation

Receiving centre

Hub Operations

Laboratories



Whilst the results may be directly communicated to a local recipient coordinator/surgeon they **MUST** also be sent to ODT Hub directly to enable other centres to be informed.

Histopathology - When results are available contact the implanting surgeon/recipient coordinator to discuss/inform.

Contact Hub Operations with initial verbal **interim** report.

Be available for SN to call back for **verbal** report. (In case of time critical decision making for other organ groups) Provide **interim** findings and send report/summary **via secure email** to Hub Operations immediately to enable dissemination

Hub Operations – share verbal interim report with SN/LN to agree dissemination.

SN/LN - If time critical for other organ groups - contact histopathologist (voice recorded) for verbal findings, pending formal report. **SN must action these results** – as per **SOP5352**.



DELAYED RESULTS
SN/LN– Confirm with HO results not received if not seen within expected timescales. If they have not been sent to HO, SN to follow up immediately.

Histopathology - Email a copy/summary of the frozen section report immediately to: odthub.operations@nhsbt.nhs.uk **via secure email** and they will disseminate to all relevant centres/individuals. Include pathologists name and contact number in case surgeon needs to discuss case. Email must include 3 donor **PID** provided on request form (**Name, DOB and NHS/CHI Number**). If histopathology performed under recipient PID, Donor PID must be included on the report in comments section.

Hub Operations – **Liaise with SN/LN to review. If no further clinical explanation required, LN/SN to agree dissemination** to all receiving centres / NRC / SNBTS via secure email. Contact all receiving centres urgently via phone to ensure receipt.

Histopathology - Email final report to odthub.operations@nhsbt.nhs.uk **via secure email**. Email must include 3 donor **PID** provided on request form.

Hub Operations – **Liaise with SN/LN to review. If no further clinical explanation required, LN/SN to agree dissemination** to all receiving centres / NRC / SNBTS via secure email. Contact all receiving centres urgently via phone to ensure receipt.

SN/LN – Ensure **all Receiving Centre** receipt of final results of any histopathology sent at time of retrieval as per **MPD881** and **disseminate as per SOP5352**. Final results are required even if provisional results indicate a benign result.



End of Procedure

Definitions

- **HO** – Hub Operations
- **SN** – Specialist Nurse – Organ Donation
- **LN** – Lead Nurse Organ Donation
- **PID** – Patent/Personal Identifiable Data

Related Documents / References

- **FRM6390** – National Histopathology Request Form – For use by Transplant Centre
- **MPD881** – Findings Requiring Additional Action
- **SOP4938** – Sharing Clinical Information
- **SOP5352** – Findings During Retrieval Requiring Histopathology or Microbiology Assessment

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Training Plan for Document:

| Document Title | < New Findings Made at Transplant Centres Requiring Histopathology Assessment > | |
|--------------------------------------|--|--|
| Document Number & Revision Number | <3> | |
| Type of Change | Change to Existing Process> | |
| Stakeholders who require training | Trainee new to the process | Trainee trained to the previous revision. |
| | <New trainee SNs will require full training to this document by their ODST Quality Lead SN and Foundation Training programme.> | SNs previously trained to SOP5735 version, can receive training via recorded author presentation delivered by their regional Quality Lead SN.> |
| Knowledge required prior to training | ,<Full training through of SOP with PDS and Quality Lead SN> | <Trained to previous version.> |
| Critical aspects of process | <p>< On arrival at an accepting Transplant Centre, during the physical assessment of an organ, there are occasions when suspicious lesions are identified that require histopathology assessment. This is not a service provided or commissioned by NHSBT and the destination of samples can vary significantly.</p> <p>This process provides guidance for all those involved in the histopathology assessment of samples that may affect the safety of an organ, including Transplant Centres, Histopathologists, Biomedical Scientists, Hub Operations staff, and SNs></p> | |

Training Plan:

| | Trainee new to the process | Trainee trained to the previous revision. |
|-----------------------------|--|--|
| Recommended Training Method | <p>< Practical demonstration and read through the document with Regional ODST Quality Lead.</p> <p>Training material for this version will not cover the whole SOP content.></p> | <p><Train out via standardised video from SOP Author to ODST Regional Quality Leads train to TBTR.</p> <p>The same video can be disseminated via QLS and record TBTRs></p> |
| Assessment | <p>< TBTR Training Record ></p> <p>•</p> | <p>< TBTR Training Record></p> <p>•</p> |
| Cascade Plan | <p>< Practical demonstration and read through the document with Regional ODST Quality Lead.</p> <p>Training material for this version will not cover the whole SOP content.></p> | <p>< Train out via standardised video from SOP Author to ODST Regional Quality Leads train to TBTR.</p> <p>The same video can be disseminated via ODST QLS and record TBTRs></p> |

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Training Score – Training Plan Risk Matrix (Collapsible – Click ► icon to open/close)
