

## Expectations for Surgical Pathology Rotations

### Grossing

#### Residents will:

- review clinical history and prior pathology reports for all complex specimens scheduled to arrive in the gross room the following day for each subspecialty service they are covering
- do the same for all specimens that may generate a frozen section when on frozen section rotation
- pull any and all relevant prior slides
- report to the gross room promptly when scheduled
- photograph all complex specimens using the Paxit system
- use the gross dictation templates with appropriate modifications for each specimen
- follow all safety procedures
- complete the frozen section log book
- report frozen section diagnoses to the operating room if asked to do so by faculty
- clean grossing station and tools upon completion of grossing (station should be ready for next user)

### Sign-Out

#### Prior to sign-out session, residents will:

- proofread and correct all gross descriptions and block designations
- collect and organize all parts of a case (slides, paperwork, etc)
- be aware of any pertinent clinical history (Powerchart) and imaging studies
- **generate a final diagnosis and microscopic description for each specimen reviewed; consult with attending regarding preferred format (entered in CoPath, hand-written on paperwork, etc)**
- when time is limited, prioritize the most complex and / or educationally high-yield cases for dictation and review with the attending (less educational cases should be dictated if time permits)

#### After sign-out session, residents will:

- follow-up cases, including ordering and collecting immunohistochemical stains and decalcified sections, submitting additional blocks, contacting clinicians / surgeons for additional information, and reviewing the case in consultation with other faculty if asked to do so
- be responsible for ensuring the case is complete and ready for final sign-out by faculty member
- transfer care of the case to another resident if extenuating circumstances prevent completion of the case or if approved by the faculty member

### Conferences

#### Residents will:

- attend tumor boards and other conferences relevant to the subspecialty service on which they are rotating, assist in organizing cases to be presented, and present cases if asked to do so

I understand and accept the responsibilities described above, and recognize that my evaluation will reflect my compliance with them.

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*Resident Signature*

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*Date*