

## Retention and Disposal

### Policy

All wet tissue, slides, paraffin blocks, and reports shall be retained at least the minimum required by the College of American Pathologists.

### Minimum Retention Times

Item	CAP Minimum
<b>General Laboratory &amp; Surgical Pathology:</b>	
Empty specimen containers	None
Wet surgical pathology tissue	2 weeks after final report
Limbs (refrigerated)	2 weeks after final report
Paraffin blocks	10 years
Glass slides	10 years
Accession logs	2 years
Requisitions	
Surgical pathology reports	10 years
Outside reports of special studies	
Internal consultation reports	
Outside consultation reports	
<b>Non-Forensic Autopsy:</b>	
Wet tissue	3 months after final report
Paraffin blocks	10 years
Glass slides	10 years
Reports	10 years
<b>Forensic Autopsy:</b>	
Wet stock tissue	1 year
Paraffin blocks	Indefinitely
Glass slides	Indefinitely
Reports	Indefinitely
Gross photographs	Indefinitely