

GUIDELINES OF OPERATION

A. **Laboratory hours** are 8:00 AM to 4:30 PM, Central Time. Holidays are observed for New Years, Martin Luther King's birthday, Presidents' Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving and the following day, and Christmas.

B. **Fees (subject to change, effective July 11, 2010)**

Equine Infectious Anemia \$7.00/Test

Livestock testing (used for food & fiber), Horses – No charge (\$7.00 charge for EIA/Coggins)

Companion Animals

Fixed tissue & fresh tissue (from a necropsy):

- Diagnostic fee/histopathology fee of \$35.00.(includes cytology from same site/problem).
- This fee includes histopathology and all other testing except toxicology (bacteriology, immunology, etc) if the tissue come from a necropsied animal.
- How to tell: If fresh internal organs are submitted: lung, liver, etc.

Fixed tissue & fresh tissue (from a live animal):

If fresh tissues are excised from an animal still living, i.e. skin, toe, testicle, there is a charge for each separate test: histopathology, bacteriology, fungal, serology, etc.

Pathology:

Histopathology/Biopsy	\$35.00 per animal
Necropsy (no toxicology)	70.00 per animal, limb, organ, head.
Necropsy (with toxicology)	105.00
Necropsy (with spinal cord)	95.00
Cytology	30.00 per tissue, problem
Slide preparation/Cytology	15.00 per specimen
Slide preparation/HE	8.00 per slide
Slide preparation/IHC, charged	10.00 per block
Submitter special stain	10.00 per slide, requested by submittor

Toxicology:

First test	35.00
Each additional test	15.00

Immunology:

Serum/FA, etc.	15.00 each
Lyme Disease	18.00

Virus isolation: 20.00

Bacteriology:

Aerobic culture	15.00 (per swab, tissue,site, sample)
Antibiotic sensitivity	8.00 (per isolate)
Fungal culture	15.00
Anaerobic culture	15.00
Stain, gram, acid fast	5.00

Parasitology *15.00 per test*

Miscellaneous charges:

Save Remains	50.00
Save Ashes	50.00
Disposal (animal or parts)	25.00
Shipping and Handling	20.00
Packaging fee	4.00
Sample supplies	Cost plus 10%
<u>Past due accounts</u>	<u>5.0% per month</u>

- C. All submissions should be accompanied by an appropriate submission form. The form should be filled out entirely to maximize diagnostic results.
- D. Animals should not be brought to the laboratory on an outpatient basis for collection of specimens.
- E. Reporting Results
1. A telephone or fax report will be given on any significant laboratory findings as they become available or if the result requires an explanation by a veterinary diagnostician. Please provide a legibly written telephone number, including the area code, when requesting a telephone report. Cell phone numbers help to avoid “telephone tag”.
 2. A written report will be issued to the referring veterinarian upon completion of the case unless results are transmitted via fax, in which case, the faxed copy serves as the written report.
 3. Copies of the owner’s written report are sent to the owner if the owner delivered the tissues and/or animal directly to the laboratory or the submission is from a farm animal species and the owner’s complete address is present on the submission form.
- F. Please report any changes of address, phone number or clinic association to the laboratory at this number: (615) 837-5125.
- G. Veterinarians utilizing laboratory services may choose to send payment with submitted specimens or establish a charge account with the laboratory. Accumulated charges will be billed to the clinic on a monthly basis. Accounts 90 days overdue are subject to a) withholding of fee-based services until payment is received and b) discontinuation of credit requiring payment to accompany the sample.
- H. Submitting samples, specimens, or animals to KADDL implies agreement to policies of the State of Tennessee and KADDL and transfers ownership of samples and property to KADDL upon receipt unless otherwise determine by written agreement prior to submission.

- I. Safety of Laboratory personnel is paramount. Submissions with attached needles, leaking formalin or other fluids are subject to being discarded.
- J. Animals that are submitted with the concern or suspicion of being shot and that a projectile can be recovered should realize that the laboratory does not have radiographic capabilities. Before submission, radiographs of the body should be taken (lateral and ventral-dorsal views) and submitted with the animal.
- K. Bone lesions or malformations are best diagnosed by radiographs. The laboratory does not have radiographic capabilities and has limited capacity to examine bone lesions.
- L. Formalin-fixed tissues are required for histopathology examination.

U. S. POSTAL MAILING AND PACKAGING REQUIREMENTS

for Etiologic Biological Laboratory Specimens to the Tennessee Department of Agriculture

All etiologic and biologic specimens sent to the Department of Agriculture through the U. S. Mail must be properly packaged so the contents will not leak during shipment. Reference Domestic Mail Manual, CO23.10.0-10.7.

- The specimen must be packaged in a securely sealed watertight primary container (test tube, vial, etc.) which is then placed in a watertight, secondary plastic container with a tightly sealed closure that cannot open during shipment.

CAUTION: Do Not Use Sealable Food Bags

- The specimen container and the secondary container must then be placed in a sturdy cardboard box protected with additional absorbent packing material.
- Etiologic agents and Biohazard Materials must be sent by first-class Mail, Priority Mail, Express Mail, UPS or FED-EX..

Leak-proof Formalin containers and adsorbent materials are available at:

Labsco at <http://www.labsco.info/default.aspx?Page=Home>

Consolidated Plastics 800-362-1000 at <http://www.consolidatedplastics.com/Natural-And-Clear-Wide-Mouth-Threaded-Jars-C1581.aspx>

Path-tec at <http://www.path-tec.com/products/productpages.htm>