

**Clinical
Anatomic Pathology Histology RL
Procedure**

histo17.01

How to use the Peloris Dual Retort Rapid Tissue Processor

Final Approval: May 2010 **Effective:** May 2010

Next Review Date: May 2015

List all stakeholder(s) and dates of approval:

Stakeholder Name(s): Shelly M. Siegel HT Date: 8/25/2010 Reviewed ☒ Revised ☐

Stakeholder Name(s): Mark Magilner MD Date: 8/27/10 Reviewed ☒ Revised ☐

Stakeholder Name(s): Shelly Siegel Date: 5/19/14 Reviewed ☒ Revised ☐

Stakeholder Name(s): Shelly Siegel Date: 6/15/12 Reviewed ☒ Revised ☐

Stakeholder Name(s): Shelly Siegel HT Date: 5/30/13 Reviewed ☒ Revised ☐

Describe briefly the most recent revision made to this policy, procedure or protocol & why:

New Procedure

Purpose/Policy Statement:

This procedure addresses on how to start, change reagents and do daily, weekly and monthly maintenance on the Peloris.

Definitions:

- n/a

POLICY CONTENT

The Peloris dual retort rapid tissue processor preserves tissue specimens by fixing in 10% neutral buffered formalin, dehydrating in alcohols, clearing in xylene then infiltrates with wax. This allows tissue to be sectioned, stained and ready to be diagnosed by a pathologist.

STEPS / KEY POINTS

TO START THE PELORIS

Step 1. Load the protocol

- Press the SELECT or PROTOCOL button
- Choose the protocol SMALL, MEDIUM, or LARGE
- Press LOAD
- Pick the retort you are loading A or B

Step 2. Start the Run

- Press RUN
- Enter the # of CASSETTES, Press OK
- Prompts you to load, Press DONE

Step 3. Scheduling

- Select the endtime to ASAP, should read- *required endtime ASAP*. The ASAP button will be highlighted in Orange.
- Press the GREEN START button.

REAGENT/WAX REPLACEMENT

Replace reagent/wax when chamber appears striped on the status screen or when warned at protocol start. (Concentration threshold exceeded for last step). Document all reagent/wax changes on the *equipment maintenance* form.

REAGENT

Step 1. Pull reagent bottle from peloris

Step 2. Empty according to chemical disposal waste management either down the drain or in a labeled waste container to recycle or drum waste.

1-2	10% Filtered Formalin	SINK DISPOSAL
3-10	55%-100% Alcohol	SINK DISPOSAL
11-14	Xylene (Pure Xylene)	RECYCLE XYLENE
15	Cleaning Alcohol	BARREL WASTE
16	Cleaning Xylene(Recycled Xylene)	RECYCLE XYLENE

Step 3. Push the bottle back into the same station

- State FULL
- Press RESET

Step 4. Document Maintenance

- Initial Peloris maintenance log.

WAX

Step 1. Connect wax waste line hose

- Pull metal tray found under peloris as a secondary container in case of spill.
- Rest hose into funnel in a 1 gallon container. (You will need 2 empty 1 gallon containers to empty wax station.)

Step 2. Open the REAGENT tab then press REMOTE FILL/DRAIN

- Select WAX WASTE and the wax chamber to drain, then click DRAIN TO WASTE
- Monitor drain progress, wait until notified of completion.
- Go to Step 4.
- REPEAT step 2 to purge the remaining wax from the line to prevent wax buildup on exterior of machine.
- You will hear the pump purging air- which is normal.
- Go to step 3.

Step 3. Add new wax

- Clean the wax bath using gauze.
- Add molten paraffin to MAX line. Do not over fill.

Step 4. Update Station State

- Open the REAGENT tab then find STATIONS
- Press the WAX CHAMBER
- Press the DRY state on the wax chamber that was emptied
- Press FULL

Step 5. Disconnect wax waste line hose

- Cap both wax waste gallon containers and place in biohazard box.
- Replace funnel used for wax disposal under fume hood.
- Replace metal tray under Peloris. Change absorbant pads as needed.

Step 6. Document Maintenance

- Initial Peloris maintenance log.

MAINTENANCE

Document on form *Equipment Maintenance for Peloris* H:\Lab\Anatomic Pathology\Histology\Forms\PELORIS.doc

DAILY

- Check reagent/wax levels. Make sure reagent/wax is not over or under the MAX line.
 - Clean the top surface of the retort lids and handle.
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WEEKLY

- Check condensation bottle, empty if needed.
 - Clean gasket seal on retort with 70-100% alcohol. Make sure it is free of paraffin.
 - Clean sensors with 70-100% alcohol.
 - Clean touch screen
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QUARTERLY

- Change carbon filter (JAN, APR, JUL, OCT) Supervisor needs to sign in and update carbon filter age. Go to Controls-Instrument Settings-Carbon Filter age- Reset.
 - Clean reagent bottle (Use lab detergent Lysol to clean, not bleach)
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List of Daily, Weekly and Maintenance Checks can be found on the in-service sheet H:\Lab\Anatomic Pathology\Histology\Peloris\list of in-service.doc

Equipment/Supplies (If Applicable):

Alcohol graded reagent
Xylene, Recycled Xylene for cleaning only.
PPE- gloves, goggles, apron or face mask
Funnel
Paraffin
Cassette basket
Gauze, paper towel
10% NB formalin (Can use filtered if available)

Form Name & Number or Attachment Name (If Applicable):

Histo17
Chemical Disposal of waste H:\Lab\Anatomic Pathology\Histology\Processing\Chemical Disposal for Tissue Processors.doc
Equipment Maintenance sheet H:\Lab\Anatomic Pathology\Histology\Forms\PELORIS.doc
List of in-service H:\Lab\Anatomic Pathology\Histology\Peloris\list of in-service.doc
Total Fixation on the Processor H:\Lab\Anatomic Pathology\Histology\Processing\Total Fixation
Peloris Protocols H:\Lab\Anatomic Pathology\Histology\Peloris\Schedule.doc

Author Position:

Lead Histologist

Review/Revision Authority (Position Not Individual Name):

Lead Histologist

Expert Consultant Position/s (Not Individual Name/s):

n/a

References (Required for Clinical Documents):

Peloris Rapid Tissue Processor user manual
Peloris alarm and error code manual

Is there a Regulatory Requirement? Yes ☐ No ☐

If yes, insert requirement information here:

Review History (No Changes):

Shelly Siegel Date: 5/3/11 Reviewed ☒ Revised ☐

Revision History (Note changes in area under header):

Computer Search Words:

Policy, Procedure or Protocol Cross Reference Information:

n/a