

Roswell Park Cancer Institute Histology Facility

SOP title: Preparation of Cell Lines for Embedding 'How to submit cells to the Histology Facility'	date of origin: 2/3/10
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1. Fill out a Work Request Form in LIMS.
2. Obtain prefilled vials of 10% Neutral buffered formalin (10% NBF) from the Histology Facility (Basic Science Building room 601).
3. Please notify the Histology Facility 24 hours prior to the delivery of cells (845-3006).
4. A minimum of 5×10^6 cells are required for embedding (e.g. for TMA construction or multiple IHC markers). If only a small pellet is required for your project, fewer cells can be submitted.
5. If adherent cells should be trypsinized, keep treatment to a minimum and wash cells thoroughly in PBS.
6. The final suspension of the cell pellet should be in 1.5 mL of neutral buffered formalin in a **1.5 ml microfuge tube**.
7. Deliver cells, at room temperature, *immediately* to the Histology Facility, room 601.
8. Cells should arrive in the Histology Facility by 1pm.