Document Number:	**SASoM/METHOD/017.v5**
Title:	**Preparation of Agarose Embedded Cell Pellets**
Version:	**v5**
Author:	**Peter Mullen**

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Valid to:	11/11/2022

SOP History		
Number	Date	Reason for Change
v1	01/01/2013	Original
v2	01/01/2015	Update
v3	07/07/2016	Update
v4	07/07/2018	Update
V5	11/11/2020	Update

1.0 Purpose –
This SOP describes the current procedure for making cell pellets into paraffin embedded blocks in Laboratory 248 at the St Andrews School of Medicine (SASoM).

2.0 Scope –
This SOP applies to the staff in the SASoM involved in involved with processing cell pellets into Paraffin embedded blocks which will then be used for sectioning.

3.0 Responsibilities –
All staff involved in preparing cell pellets for histological procedures are responsible for ensuring that the methods are followed in accordance with this SOP.

All staff must have read and signed the relevant risk assessment documents before performing this procedure.

4.0 Procedure –
4% formalin was added to Petri-dishes containing adherent cells, and cells were fixed for 10 minutes.

Cells were transferred from Petri dish to Universal container and spun on Sigma centrifuge at 1000rpm for 6-10 minutes.

Formalin was then discarded from tubes, leaving cell pellet.

Cell pellets were resuspended in 2% agarose in PBS, molten but cooled. Agarose was then allowed to set at room temperature for approximately 10 minutes.

Pellets were then scooped out and stored in 50% IMS, before processing and embedding in paraffin.

5.0 Personal protection –
A Howie coat must be worn at all times. Gloves as specified in the appropriate COSHH RA.

6.0 Spillages –
Always clean up any spills immediately after use, only you know what you have spilt and are aware of its hazard.

Spillages should be mopped up with paper towel, disinfected with 70% ethanol and finally washed with detergent.

7.0 Training –
All staff should undergo training in this technique before performing procedure.

8.0 Related documents –

8.1 Risk assessments COSHH 07

9.0 Approval and sign off –

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Signature:		Date: 11/11/2020
Management Approval:		
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