PROCEDURE MANUAL - DEPARTMENT: Cytology

SUBJECT: Cervical Smears

Use the ThinPrep® Pap test. A Cytopathology requisition must be completed and submitted with the specimen. Clinical history including menstrual status as well as date of last menstrual period (LMP) are required. Slides are no longer prepared by clinicians while performing pap smears.

Materials Needed: One Papette™ Cervical Brush
Or one brush/plastic spatula combination
One PreservCyt™ vial
Cytopathology Requisition

Instructions for using Papette Cervical Brush
1. Contact the cervix with the Papette™ and insert the central bristles into the cervical canal deep enough to allow the shorter bristles to fully contact the ectocervix. Be sure not to force the shorter bristles into the cervix as to prevent unintended separation of the brush from the handle.
2. While maintaining gentle pressure in the direction of the cervix, rotate the brush 5 times in either direction.
3. Rinse the brush into the PreservCyt™ solution for use with the ThinPrep® Pap Test by pushing the brush into the bottom of the vial 10 times, forcing the bristles apart. Swirl the brush vigorously to further release material. Discard the collection device.
4. Tighten the PreservCyt™ vial cap so that the torque line on the cap passes the torque line on the vial.
5. Dispose of Papette™ in accordance with local Medical Hazardous Waste practices.
6. Label PreservCyt™ vial with a minimum of the patient’s full name and date of birth. If available, please add the patient’s medical record number. Place the vial and requisition in a specimen bag for transport to the laboratory.
7. All properly labeled PreservCyt™ vials and Cytopathology requisitions should be brought directly to the laboratory for processing. Keep vials at room temperature 15-30° C (59-86° C).

Instructions for using the brush/plastic spatula combination:
1. Obtain an adequate sampling from the extocervix using a plastic spatula
2. Rinse the spatula as quickly as possible into the PreservCyt solution vial by swirling the spatula vigorously in the vial 10 times. Discard the spatula.
3. Obtain adequate sampling from the endocervix using an endocervical brush device. Insert the brush into the cervix until only the bottommost fibers are exposed. Slowly rotate ¼ or ½ turn in one direction. Do not over rotate.
4. Rinse the brush as quickly as possible in the PreservCyt solution by rotating the device in the solution 10 times while pushing against the PreservCyt vial wall. Swirl the brush vigorously to further release material. Discard the brush.

5. Label PreservCyt™ vial with a minimum of the patient’s full name and date of birth. If available, please add the patient’s medical record number. Place the vial and requisition in a specimen bag for transport to the laboratory.

IMPORTANT NOTICE:
Always use good sampling technique when collecting samples. Poor sampling techniques will produce inadequate samples and results.