

## SPECIMEN COLLECTION FOR PAP



### Specimen Labeling

All specimens should be clearly labeled **BEFORE** being sent to the laboratory for testing, to ensure correct identification of the patient and sample.

All specimens/containers must be labeled with:

- The patient's full name (printed in the same format as patient's health card)
- A second identifier such as date of birth or health card number

Specimen/container labeling options:

- Computer printed label affixed to the side of the sample vial.
- Clearly printed handwritten information on the sample vial label using indelible ink



### Cytology Requisition Information:

All specimens must be submitted for testing with a completed Cytology & HPV Testing Requisition. The following information must be provided in a **legible format**:

#### Patient Information:

- Full name of patient (printed in the same format as patient's health card)
- Health card number
- Date of birth
- Date of specimen collection
- Specimen site
- Pertinent clinical information
- Clinical Indication (e.g. Pap screening according to Ontario Cervical Screening guidelines)

#### Health Care Provider Information:

- Full name, address and billing number of the ordering health care provider
- Full name, address (and billing number if known) of any copy-to physicians

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### Specimen Exclusions:

The following gynecological samples are not accepted for cytology testing at LifeLabs:

- Conventional spray fixed Paps (direct smears)
- Specimens collected in vials that are not SurePath® (eg. ThinPrep®)
- Paps collected using expired SurePath® collection vials

### Specimen Handling and Transportation:

- Specimens collected from multiple sites should be collected in separate vials with the specimen source identified.
- Each specimen must be placed into a polybag.
- A completed Cytopathology requisition must accompany each specimen.
- Specimens requiring expedited service must be clearly marked as such by the health care provider taking the sample. The typical designation is: ASAP.
- For optimal results transport the specimens to the laboratory as soon as possible after collection.

### Optimal Patient Conditions for Screening Cytology:

- Patient has not douched the vagina for 48 hours prior to examination
- Patient has avoided the use of contraceptive creams or jellies for 48 hours prior to examination
- Mid-cycle smears are optimal for cytological evaluation

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#### Collection Kit Information:

- Pap kit components are ordered separately:
  - Liquid based collection vial with 10mL of cytology preservative
  - Cytology requisition
  - Polybag
  - Collection device (two are available):
    1. Pap Collection Broom Kit: Cervex-Brush® can sample the ectocervix and endocervix in one procedure.



**Note:** The Cervex-Brush® is latex free.

2. Pap Brush/Spatula Collection Kit: Cytobrush™ & plastic spatula used to collect cells from the endocervix and ectocervix respectively by two separate collection procedures.



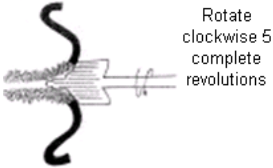

**CAUTION:** SurePath® Preservative Fluid contains an aqueous solution of denatured ethanol and small amounts of methanol and isopropanol. Do not ingest. If swallowed, do not induce vomiting. Call a physician immediately. Give plenty of water to drink. Never give anything by mouth to an unconscious person. If inhaled, remove person to fresh air. In case of contact, immediately flush skin with water; immediately flush eyes with plenty of water for at least 15 minutes. Flammable; keep away from heat, sparks & open flame. Avoid contact with eyes.

## SPECIMEN COLLECTION FOR PAP

### GYNECOLOGIC CYTOLOGY: LIQUID BASED PAP (SurePath® Pap)

#### Collection Instructions Using the Cervex-Brush®

**Note:** If used in pregnancy the collection technique should be modified (see below).

1. Label a SurePath® collection vial with the required identifiers and complete a cytology requisition.
2. Insert a speculum into the vagina. (Warm water may be used to lubricate the speculum but lubricant jellies should be avoided).
3. Identify the cervical os.
4. Insert the central (longest) bristles of the Cervex-Brush® into the endocervical canal.
5. Apply gentle pressure until the shorter side bristles bend from contact with the ectocervix.
6. While maintaining gentle pressure sufficient to keep the side bristles bent, rotate the Cervex-Brush® through five complete (360°) clockwise revolutions.A diagram of the Cervex-Brush, which has a central stem with bristles and a curved side with shorter bristles. An arrow indicates a clockwise rotation. Text next to it says "Rotate clockwise 5 complete revolutions".
7. Using a gloved thumb and forefinger immediately push the head of the Cervex-Brush® from the stem into the larger opening of the labelled container containing cytology preservative. Discard the stem.A diagram showing the head of the Cervex-Brush being pushed into the larger opening of a container. A red crosshair is visible on the container's lid.
8. Re-cap the vial and tighten the lid securely.
9. Place the labeled vial into a polybag with a completed cytology requisition (including patient and healthcare provider information; and pertinent clinical information).
10. Keep the preserved specimen at room temperature or refrigerated (2-8°C). It is recommended to return the specimen to the laboratory as soon as possible after collection.

#### **Pregnant Patients:**

The Cervex-Brush® may be used on pregnant patients up to the 10-week mark. The Cervex-Brush® can be used in a manner similar to spatula. The central bristles of the Cervex-Brush® should not be inserted deep into the canal but by firm pressure and rotation in a clockwise direction, the device may be used to sample the external os and ectocervix. A vaginal pool sample may also be obtained.

**Minimum Specimen Volume:** 4 mL

## SPECIMEN COLLECTION FOR PAP

### GYNECOLOGIC CYTOLOGY: LIQUID BASED PAP (SurePath® Pap)

#### Collection Instructions Using the Cytobrush™ & Plastic Spatula

**Note:**

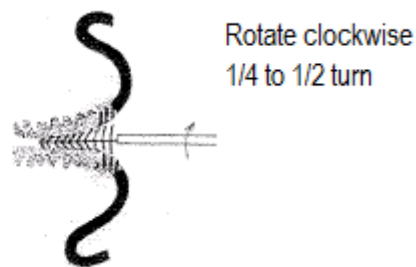
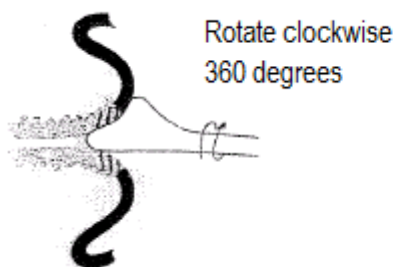
- The Cytobrush™ should not be used on pregnant patients or for endometrial sampling.
- Place the heads of both collection devices into the same collection vial.

1. Label a SurePath® collection vial with the required identifiers and complete a cytology requisition.
2. Insert a speculum into the vagina. (Warm water may be used to lubricate the speculum but lubricant jellies should be avoided).
3. Identify the cervical os.
4. Insert the longer tip of the plastic spatula into the endocervical canal.
5. Rotate the spatula through 1 complete revolution (360°) while maintaining tight contact with the cervix.

6. Using gloved hands, break off the tip of the spatula at the score line and deposit it into the larger opening of the collection container with preservative. Discard the stem.



7. Insert the Cytobrush™ into the endocervical canal (keeping the last row of bristles visible). Slowly rotate the Cytobrush™ clockwise ¼ to ½ turn in clockwise direction. Do not over rotate, excessive rotation will distort the cells and increase likelihood of bleeding.



8. Using gloved hands, break off the tip of the Cytobrush™ at the score line and deposit it into the larger opening of the collection container with preservative. Discard the stem.



9. Re-cap the vial and tighten the lid securely.
10. Place the labelled vial into a polybag with a completed cytology requisition (including patient and healthcare provider information; and pertinent clinical information).

### SPECIMEN COLLECTION FOR PAP

11. Keep the preserved specimen at room temperature or refrigerated (2-8°C). It is recommended to return the specimen to the laboratory as soon as possible after collection.

**Minimum Specimen Volume:** 4 mL

**Reference:**

SurePath Collection Poster BD 2014, 980-0566-00 REV E 09/14