

## Reference Laboratory Clients

### Requisition

Should include the following information for accurate result reporting, record keeping, and billing:

- Patient's complete demographics and billing information.
- Patient's history. Optimal patient information to assist the laboratory in accurate assessment of Pap Smears is: date of birth, LMP, and other information about treatment, condition, or procedures that could alter the cells or the cellular pattern, i.e., hormone replacement, post-partum, cryotherapy, abnormal bleeding, prior abnormal cytologies or biopsies, etc.

### Specimen Collection

Whenever possible, cervical/vaginal smears should be collected in the second half of the menstrual cycle to avoid contamination by obscuring blood. Place the patient in lithotomy position. Visualize the cervix as fully as possible using a non-lubricated vaginal speculum. Obtain a specimen by one or more of the following means:

#### Liquid Based pap Smear:

Insert the Rover Cervex-Brush® into the endocervical canal. Apply gentle pressure until the bristles form against the ectocervix. Maintaining **gentle** pressure, hold the stem between the thumb and forefinger and rotate the brush five times in a clockwise direction.

Placing the thumb against the back of the brush pad, disconnect the entire brush from the stem, and drop the brush into the CytoRich® preservative vial.

#### Conventional Pap Smear:

**Cervical Scraping:** A specimen may be collected from the visualized cervix by means of a spatula or commercial aspirator or scraper. Rotate the spatula about the circumference of the external os, scraping the mucosa of this critical area. Take care not to induce excessive bleeding. A similar scraping may be used to sample any focal area of the vagina or cervix.

**Cervical-Endocervical:** Special pointed-tip collection spatulas and endocervical brushes are available and are designed to obtain ecto- and endocervical material. This specimen provides a comprehensive sampling of the most critical area of the uterine cervix. Insert the thin tip into the cervix and rotate the spatula about the circumference of the external os. Take care not to induce excessive bleeding. Cytobrushes are

recommended for endocervical sample. Insert the brush into the cervix and twist at least 360°, taking care not to induce bleeding.

Vaginal:

A specimen may be collected by use of a spatula or scraper.

Hormonal Evaluation:

A smear from the lateral vaginal wall is required. This smear must be prepared on a glass slide separate from that used for cervical-endocervical evaluation.

**Preparation and Fixation**

Seconds count for the optimal fixation of cells. **Before** taking the smear, have the spray fixative ready, lid removed, and do a quick spray or two to be sure the nozzle is not clogged. Label the slide(s) with the patient's full name directly on the frosted end of the glass slide, **in pencil**, before beginning procedure.

- a. Transfer the collected material to the pre-labeled glass slide and spread it in a thin film over the slide by means of the scraping instrument.
- b. **IMMEDIATELY** spray the prepared smear with spray fixative. Spray lightly, but thoroughly, so that the slide is wet. Hold the spray can at least 8-12 inches from the slide.
- c. Allow the smear to dry and place fixed slide in a cardboard folder. Wrap the complete requisition around the slide holder and rubber band. Deliver specimen to the laboratory.