



GYNECOLOGICAL CYTOLOGY SPECIMEN COLLECTION AND HANDLING INSTRUCTIONS

Conventional PAP Smears: Vaginal or Cervical

- Advise the patient not to douche during the previous 24 hours.
- Use a clean glass slide with a frosted end.
- Label the slide with the patient's name and specimen source (V = vaginal, C = cervical).
 - Use pencil or a solvent-resistant permanent marker only.
 - Do not use ink.
- Obtain the vaginal specimen either from the posterior fornix with a spatula or directly from the posterior valve of the vaginal speculum.
- Obtain the cervical specimen by scraping the cervix with a wooden or plastic spatula.
- Do not use lubricant.
- Spread the specimen evenly across 2/3 of the glass slide.
- Immediately spray the slide with PAP fixative provided by DPMG.
- Place the slide(s) in a PAP smear/slide container.

Hormonal Cytology

- This must be requested specifically and requires clinical history.
- Follow the first three steps as outlined above.
- Obtain the specimen by gentle scraping of the upper third of the lateral vaginal wall.
- This specimen must be obtained first before either of the above specimens to avoid contamination.

Thin Prep/ Sure Path PAP Smears:

- As with the conventional PAP smears, the ThinPrep process begins with the patient's gynecological sample being collected using a cervical sampling device in the manner described above.
- Rather than being smeared on a microscope slide, the device is then either immersed and rinsed (for ThinPrep) or broken off (for SurePath). Please refer to the specimen handling instructions from the manufacturer of the Pap test for proper collection.
- The sample vial is then tightly capped, labeled and sent for processing on our processor which, through a process of dispersion, cell collection and cell transfer, creates a slide to be stained with the PAP stain and examined under a microscope.

For all gynecological cytology specimens:

- Review and follow the directions for completing the DPMG cytology requisition and bagging and sending the specimen as detailed in the **Breast Cytology Specimen**

Specimen labeling:

- Label the specimen container with the sticker provided on the DPMG requisition form. Please include the patient's name (first and last) at a minimum; the specimen type and the date are helpful as well. If a sticker provided on the DPMG requisition is not being used, please label the specimen container or slides with 2 acceptable identifiers which include but are not limited to: patient's name (first and last), DOB, SSN, unique random number (i.e. MRN), requisition number. Note: Patient's name must appear on the slides.