

**Date:** February 11, 2016

**To:** SZE Laboratory Staff, Roger Marple, Cancer Clinic, Endoscopy, Operating Room, Dialysis, Diagnostic Imaging, SZE Nursing Management, Helen Monteith

**From:** AHS Laboratory Services – South Zone East – Medicine Hat Regional Hospital Laboratory

**Re:** Ordering Cytology Collection Supplies from Stores Department

## PLEASE POST OR DISTRIBUTE AS WIDELY AS APPROPRIATE

**Key Messages: Effective March 1, 2016:**

- Cytology collection supplies will now be ordered from the stores department. Previously these supplies were provided by the laboratory.

**Why this is important:**

- Required supplies will be obtained through the stores department and no longer distributed from the laboratory

**Action Required: Effective March 1, 2016**

- Urine Cytology Collection Kits, 25 mL Cytolyt Containers and 7.5 mL Cytolyt Containers are to be ordered from the stores department. Meditech order numbers are provided in the table below.

**Cytology collection requirements (updated)**

Sample Type	Collection Technique	
Urine - voided or catheter	Urine Cytology Collection Kits ( <b>Stores Item #0016404</b> ) are required. Urine is collected into the supplied orange top container, added to the supplied white top container containing <b>7.5 mL CytoLyt</b> up to the fill line, whenever possible. Full collection instructions are included in the kit.	
Urine - collected during cystoscopy	<b>IF...</b>	<b>THEN...</b>
	Sample requires Cytology testing only	Collect sample directly into a white top container pre-filled with <b>7.5 mL CytoLyt (Stores Item # 0016402)</b>
	Sample requires additional testing (in addition to Cytology testing – Microbiology, Chemistry, etc)	Collect sample into a sterile container and send to laboratory with the appropriate additional requisitions.
Fine Needle Aspirate	<b>IF...</b>	<b>THEN...</b>
	Thyroid, Salivary gland, lymph node or neck	<ul style="list-style-type: none"> <li>• Prepare 2 direct smears and air dry</li> <li>• Deposit remaining sample and rinse needle into a white top container pre-filled with <b>7.5 mL CytoLyt (Stores Item # 0016402)</b></li> <li>• Collect at least one additional pass and rinse needle in same CytoLyt container.</li> </ul>
	Breast	<ul style="list-style-type: none"> <li>• Deposit sample and rinse needle into a 30 mL container pre-filled with <b>7.5 mL CytoLyt (Stores Item # 0016402)</b></li> <li>• Collect at least one additional pass and rinse needle in same CytoLyt container</li> </ul>
	Cyst fluid (any specimen type)	<ul style="list-style-type: none"> <li>• Deposit sample and rinse needle into a white top container pre-filled with <b>7.5 mL CytoLyt (Stores Item # 0016402)</b></li> <li>• Additional pass(es) may be collected if needed</li> </ul>

	Specimen type other than those listed above	<ul style="list-style-type: none"> <li>• Deposit sample and rinse needle into a 30 mL container pre-filled with <b>7.5 mL CytoLyt (Stores Item # 0016402)</b></li> <li>• Collect at least one additional pass and rinse needle in same CytoLyt container.</li> </ul>
Brushing	Rinse brush vigorously into a white top container pre-filled with <b>25 mL CytoLyt (Stores Item # 0016403)</b>	
Scraping	Rinse the swab or spatula into a white top container pre-filled with <b>25 mL CytoLyt (Stores Item # 0016403)</b>	

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**This bulletin has been reviewed and approved by:**

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