

Date: February 23, 2016

To: South Zone East – All Physicians/Physician Offices, South Zone East Labs- All Staff,
South Zone West – Cytology Department

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

Re: South Zone East Service Transition – Community Based Non-Gynecological Cytology Phase 3

PLEASE POST OR DISTRIBUTE AS WIDELY AS APPROPRIATE

Key Messages:

- **Effective March 1, 2016: Phase 3** of the South Zone East Service Transition of all **community based** Non-Gynecological Cytology samples collected in physician offices in Brooks, Bassano, Bow Island and Oyen will take place.
- Phase 3 Includes:
 - Discontinue MHDL Supply Requisition order form for Histology/Cytology
 - Implementation of SZE Histology/Cytology Supply Requisition
 - Community Physician offices faxing supply requisition to MHRH Laboratory
- Urine – Cytology
 - Collect Sunday through Thursday, **NOT** Friday or Saturday (this is to avoid urine sitting more than 1 day and to provide optimal preservation of the cells).
- Medicine Hat Delivery of Urine Cytology specimens to the Laboratory - These samples can be delivered to either:
 - Medicine Hat Regional Hospital Laboratory Out Patient Collection site located on the 5th floor RSS building (use elevators behind the gift shop) Mon - Thurs 08:00 -17:00
 - Medicine Hat Diagnostic Laboratory Main Lab Mon- Thurs 07:00 - 17:00
 - Medicine Hat Diagnostic Laboratory Dunmore Road location Mon - Thurs 0700 – 11:45
- Brooks Delivery of Urine Cytology specimens to the Laboratory - These samples can be delivered to either:
 - Brooks Hospital Laboratory Mon - Thurs 08:00 -13:00
 - MHDL Newell Laboratory Mon – Thurs 07:30 - 16:30

Phase 1: January 1-31, 2016	Phase 2: February 1-29, 2016	Phase 3: March 1-31, 2016
<ul style="list-style-type: none"> • Current MHDL Cytology Requisition and collection supplies. • Change to AHS Cytology Report format. • Sample accessioning at MHRH • Use of Liquid Based Cytology methodology for community non-gyne cytology samples. • Sample processing, staining and screening at CRH • Final diagnosis by Medicine Hat Pathologists 	<ul style="list-style-type: none"> • Roll out of CytoLyt collection kits: <ul style="list-style-type: none"> ○ Urine Collection Kit ○ 25 mL CytoLyt Container ○ 7.5 mL CytoLyt Container • New South Zone Cytology Requisition. • AHS Laboratory staff can provide onsite educational sessions as requested. To arrange an educational session please call the Histology department at 403-502-8648 ext 1205 	<ul style="list-style-type: none"> • Discontinue MHDL Supply Order form for Histology/Cytology Supplies. • SZE Physician Office Supply form for Histology/Cytology requisitions and supplies. See page 2 for SZE Supply Form • Supply orders faxed directly to MHRH Laboratory. • AHS Laboratory staff can provide onsite educational sessions as requested. To arrange an educational session please call the Histology department at 403-502-8648 ext 1205

South Zone East Histology/Cytology Supply Requisition

Fax completed form to 403-529-8830 by noon each Tuesday to accommodate delivery no later than the following Monday.

Requesting Physician:

Date:

Requesting Physician's Office Address:

Quantity Required	Units	Description	MHRH Stores Order number
	Pad of 20	MHRH Histology/Cytology supply requisition	I:drive/AHS Lab SZ 05depts/MH/Histology/Projects/Non- gyne/cyto transition/Supplies/Supply requisition
	Pad of 50	Histology requisition	1358400
	Each (50 /pkg)	Biohazard bags	5409100
	Each (Box of 50)	60 ml Prefilled specimen container	5008200
	Each	480 ml specimen container	0015516 (no formalin) Formalin can be added. Call Histology
	Each	960ml Specimen container	0015517 (no formalin) Formalin can be added. Call Histology
	Pad of 20 or 100 (please circle choice)	Cytology Requisition	Histology Department M-F 7:00-17:00 ext 1556 or 1131 if outside histology working hours
	Each	7.5ml Cytolyt in sterile 30ml Starplex container	0016402
	Each	25ml Cytolyt in sterile 30ml Starplex container	0016403
	Each	Urine Cytology Collection kit	0016404

For inquiries or urgent supply requests call the Histology Department at 403 502 8648 ext 1556

Why this is important:

- Liquid Base Cytology is the primary method of Cytology sample processing. The ThinPrep processing method enhances the sensitivity and specificity of a result.

Action Required for Phase 3: March 1, 2016

- **Discontinue use of MHDL Supply order form for Histology/Cytology**
- **Implement use of SZE Physician Office Supply Form**
- **Fax Supply Order Form to MHRH Laboratory**
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Table 1. Changes to Non-Gynecological Cytology Sample Collection Phase 2: **February 1, 2016**

Sample Type	Collection Technique	
Voided Urine	Cytology Urine Collection Kits are available for voided urine. Voided urine is collected into a 90 mL sterile container. Urine is then added to the 30 mL container containing 7.5 mL of CytoLyt fixative up to the fill line, whenever possible.	
Fine Needle Aspirate	IF...	THEN...
	Thyroid, Salivary gland, lymph node or neck	<ul style="list-style-type: none"> • Prepare 2 direct smears and air dry • Deposit remaining sample and rinse needle into a 30 mL container pre-filled with 7.5 mL of CytoLyt fixative • Collect at least one additional pass and rinse needle in same CytoLyt container.
	Breast	<ul style="list-style-type: none"> • Deposit sample and rinse needle into a 30 mL container pre-filled with 7.5 mL of CytoLyt fixative.
	Cyst fluid (any specimen type)	<ul style="list-style-type: none"> • Deposit sample and rinse needle into a 30 mL container pre-filled with 7.5 mL of CytoLyt fixative.
	Specimen type other than those listed above	<ul style="list-style-type: none"> • Deposit sample and rinse needle into a 30 mL container pre-filled with 7.5 mL of CytoLyt fixative.
Brushing	Rinse brush vigorously into a 30 mL container pre-filled with 25 mL of CytoLyt fixative.	
Scraping	Rinse the swab or spatula into a 30 mL container pre-filled with 25 mL of CytoLyt fixative.	
Urine - collected during cystoscopy	IF...	THEN...
	Sample requires Cytology testing only	Collect sample directly into a 30 mL container pre-filled with 7.5 mL of CytoLyt fixative.
	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 requisitions.

Inquiries and feedback may be directed to:

Medicine Hat:

Corinne Chow, MLT II Histology at Corinne.Chow@albertahealthservices.ca OR 403-502-8648 ext.1205

Lethbridge:

Denise LaPerle, Cytotechnologist II at Denise.LaPerle@albertahealthservices.ca OR 403-388-6162

This bulletin has been reviewed and approved by:

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