

SAMPLE TAKER'S FAILSAFE

All sample takers are required to keep a personal log of all samples taken either in paper form or easily accessible electronic form. "NHSCSP Publication 21 Guidelines on Failsafe Actions 5.2". The last four columns can only be completed when the result is received and checked. When only electronic results are received by someone other than the sample taker, this failsafe log is a reminder for the sample taker to check and record all results.

SAMPLE TAKER'S LOGBOOK

Date	Name of Patient	D.O.B	Computer number	Comments	Result	Reason if inadequate	Evidence of Tz cells	Recall interval/ follow - up

The cytology laboratory uploads data to the Cervical Sample Taker Database on a regular basis.

Please see, "A Guide for Practices and Sample Takers to Understanding Sample Taking Performance Data"

It is the responsibility of the sample taker to make every effort to sample the whole of the transformation zone (TZ). The cervix must be visualised at the time the smear is taken and the full circumference of the cervix must be sampled.

Inadequate Samples

There are a number of reasons why a sample may be reported as inadequate:

- Insufficient cells
- Too many red blood cells
- Too much mucus or discharge
- Inappropriate use of endocervical brush
- No brush head in pot
- Fluid leaked from pot

A sample taker should aim to have an inadequate rate of less than 2%. If these rates are not being met then advice should be sought from the laboratory or a Cervical Screening Mentor.

All sample takers must keep a record of the samples that they have taken and sent to the laboratory, as well as the results.

Reference

NHS Cervical Screening Programme (2013) *Achievable Standards, Benchmarks for Reporting and Criteria for Evaluating Cervical Cytopathology*. Publication No 1.