

Complete cytology services, including examination of fine needle aspirations, body fluids, vaginal and cervical pap tests, are available Monday through Friday. It is recommended that a pathologist be present for fine needle aspirations to evaluate the adequacy of the on quick stain smears. Cytology specimens should be handled as follows:

**Direct smears**

A Cytology order must be placed in EPIC and the resulting Order Requisition that prints must accompany the smears to the lab. All direct smears must be fixed with Cytology spray fixative and be labeled with the patient's name and Medical Record number on the frosted end of the slide and sent to the lab in a slide mailer placed in a biohazard bag with the paperwork in the outer fold.

**GYN-cytology**

ThinPrep Pap tests: ThinPrep vials must be labeled with the patient's name and Medical Record number. The vial cap must be tightened so that the tongue line on the cap passes the line on the vial to prevent leakage. A Cytology Pap Test order must be placed in EPIC and the resulting Order Requisition that prints should be sent with the specimen vial in a biohazard bag with the paperwork in the outer fold of the bag to the Lab.

**NON-GYN cytology**

Body Fluids/FNA specimens: A Cytology Body Fluid/FNA order must be placed in EPIC and the resulting Order Requisition that prints should accompany the specimen(s) to the Lab in a biohazard bag with the paperwork in the outer fold of the bag. In-house specimens are immediately delivered to the Lab. Specimens received after hours or on weekends are refrigerated until the next work day. Out of town specimens are fixed with an equal volume of 50% alcohol or PreservCyt solution and sent to the lab.

**Note:** Additional information regarding procedures for specimen collection is available in the laboratory cytology department. Contact 701-323-5442 or 800-932-8758 if you have any questions.