

**ARROWHEAD REGIONAL MEDICAL CENTER  
PATHOLOGY AND LABORATORY MEDICINE  
CYTOLOGY MANUAL  
2021 Summary of Revisions**

<b>Policy #</b>	<b>New</b>	<b>Major</b>	<b>Minor</b>	<b>Reviewed</b>	<b>Policy Title</b>	<b>Explanation (New and Major Revisions)</b>
<b>VOLUME I</b>						
			X		Index	
1000.00 Issue 1				X	Safety Management	
1000.01 Issue 1				X	Bloodborne Pathogen Exposure Report	
1001.00 Issue 1				X	Workplace Ergonomics	
1002.00 Issue 2			X		Operating/Maintenance of Cytology Lab Equipment	
1002.01 Issue 2				X	Processor Maintenance Schedule	
1002.02 Issue 2				X	Cytospin 3	
1002.03 Issue 1		X			Shandon Automatic Slide Stainer	Retired
1002.05 Issue 1				X	Datamax Prodigy Plus Label Printer	
1002.06-1002.49					No Policy	
1002.50 Issue 1				X	Room Temp/Relative Humidity Monitoring	
1003.00 Issue 1				X	Alignment and Proper Setting Up of an Optical Microscope	
1003.01 Issue 1				X	Olympus BX40	
1004.00 Issue 1				X	Supply Orders	
1005.00 Issue 2			X		Task Priority Guideline	

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<b>VOLUME II</b>						
			X		Index	
1020.00 Issue 2		X			Gyn and NonGyn Specimen Collection Instructions	Updated surepath, anal specimens & attachments for clarification
1020.01 Issue 2		X			Gyn and NonGyn Specimen Collection Fixatives	Updated for surepath and anal specimens
1020.02 Issue 1				X	Receipt and Identification of Specimens	
1020.03 Issue 2		X			Criteria for Unacceptable/Inadequate Specimen/Slide	Updated with SurePath information
1020.04 Issue 1			X		Procedure for Notification of rejected Specimen/Slide	
1020.05 Issue 1				X	Specimen Handling for Courier Transport	
1021.00 Issue 2		X			Gyn Specimens	Updated with SurePath information
1021.01 Issue 2		X			NonGyn Specimens	Updated with SurePath information and attachments
1022.00 Issue 1				X	ThinPrep 2000 Processor Operating Procedure	
1022.01 Issue 2				X	Processing Liquid-Based Gyn Slides	
1022.02 Issue 2		X			Conventional Specimens	Updated staining method
1023.00 Issue 2		X			Shandon Cytospin 3 Operating Procedure	Added vitreous, referenced staining policies
1023.01 Issue 2			X		Prefixed Slides	
1023.02 Issue 2				X	Processing Nongyn Specimens	
1023.03-1023.06					No Policy	
1023.07 Issue 1			X		CSF and Related CNS Specimens	
1023.08 Issue 1		X			Processing Fine Needle Aspirations ThinPrep 2000 Processor	Retired
1023.09 Issue 2				X	Fine Needle Aspirations	
1023.10 Issue 1				X	Skin Lesions (Tzanck Test)	

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<b>VOLUME II</b>						
1023.11 Issue 2				X	Cell block Preparation	
1024.00 Issue 2		X			Papanicolaou Stain	Updated maintenance log
1024.01 Issue 2				X	Automatic Gyn Papanicolaou Staining Technique	
1024.02 Issue 2				X	Automatic Gyn Staining Technique	
1024.03 Issue 2				X	Automatic NonGyn Staining Technique	
1024.04 Issue 2				X	Manual NonGyn Staining Technique	
1024.05 Issue 2				X	Assessment of Staining Quality on Slide	
1024.06 Issue 1				X	Destaining Procedure	
1024.07 Issue 1			X		Diff Quik Stain	
1024.08 Issue 1				X	Comparison of Staining Techniques	
1024.09 Issue 1				X	Procedure for Removal of Glass Coverslips	
1025.00 Issue 1				X	Disposal of Papers and Materials with Patient Identifiers	

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<b>VOLUME III</b>						
			X		Index	
1040.00 Issue 4		X			Quality Management	Added 5yr retro review form and updated IIA,L and M
1040.01 Issue 2		X			Quality Improvement Plan	Updated SurePath information
1041.00 Issue 2		X			Procedure for Screening Slides by Cytologist	Updated new Bethesda system
1042.00 Issue 2			X		The Bethesda System 2001 for Reporting Cervical Cytology	
1042.01 Issue 2				X	TBS Specimen Adequacy Criteria	
1042.02 Issue 1		X			TBS Interpretation/Result Terminology	Retired
1043.00 Issue 2				X	Reporting Cytology Cases by Cytologist	
1044.00 Issue 1				X	Resulting Cytology Cases in Meditech	
1044.01 Issue 2			X		Resulting Cytology Cases During/Following Downtime	
1044.02 Issue 2			X		HPV DNA Order Entry Procedure	
1045.00 Issue 2			X		Documentation of Cytologist Competency and Proficiency	
1046.00 Issue 1				X	Drying and Filing of Slides	
1046.01 Issue 1				X	Requesting/Receiving Slide Consultations	
1047.00 Issue 2				X	Retention of Records and Slides/Cell Blocker	