

**Questionnaire for
Evaluation of Cytological Laboratories
Within Romania EUROCHIP Project**

Please, mark the correct answer

Questions about personnel and organisation

1. General

1. How many cervical citology Pap tests per year are processed in your laboratory ?:

2. and 3. Citotechnologists and other technical laboratory personnel

In Romania citotechnologists does not exist for the moment, enabled to perform primary screening. Technicians with at least 3 years training in laboratory are allowed only to handle relevant laboratory techniques according to guidelines and procedure descriptions and to take part in quality control programs, but with no samples examination and any kind of consecutive reports. So, no questions on this issue should be asked in questionnaire. Any way, I think an evaluation of number of technical personnel may be interesting for a future prescreening attitude and strategy.

2. How many citotechnologists work in your laboratory ?:

And maybe

3. Do you think that your citopathologists should perform prescreening in cervical cancer screening programs and if yes how many will be willing to participate in specific training programs ?:

4. Cytopathologists

In Romania examination of Pap smears and either normal and pathological reports are made legally only by three categories of trained personnel: doctors trained in pathology or laboratory and biologists with highschool of at least 4 years, all with postgraduate training in cytology and at least one year of experience with at least 2000 supervised reports in the last year.

Regarding Guidelines requirement for cytopathologists questions regarding communication with gynecologists, intra-laboratory discussions of histological and cytological discrepancies and willingness of participations to future quality assurance programs should be asked:

4. How many cytopathologists are working in your laboratory ?:

5. What is their training profile and how many of each category ?:
- | | |
|---------------------------------------|-------------------------------|
| pathology | <input type="checkbox"/> |
| laboratory | <input type="checkbox"/> ... |
| biology | <input type="checkbox"/> ... |
| postgraduate cytology training course | <input type="checkbox"/> ... |
6. Do you have any review and intra-laboratory discussions of cases showing serious discrepancy between the cytological and/or histological follow-up ?
- | | |
|-----|--------------------------|
| yes | <input type="checkbox"/> |
| no | <input type="checkbox"/> |
7. Do you have any communication with gynaecologists and other sample takers with respect to specific cases ?
- | | |
|-----|--------------------------|
| yes | <input type="checkbox"/> |
| no | <input type="checkbox"/> |
8. Do you have any guidance and support for continuing medical education of your personnel ?
- | | |
|-----|--------------------------|
| yes | <input type="checkbox"/> |
| no | <input type="checkbox"/> |
9. Will you participate in quality assurance programs including of an annual report concerning the outcomes of the cytological and histological follow up examinations within a cervical cancer screening programme policy ?
- | | |
|-----|--------------------------|
| yes | <input type="checkbox"/> |
| no | <input type="checkbox"/> |

5. Administrative personnel

10. Is your administrative personnel educated in relevant medical terminology ?
- | | |
|-----|--------------------------|
| yes | <input type="checkbox"/> |
| no | <input type="checkbox"/> |
11. Is your administrative personnel able to work with current word processors and with automated database systems ?
- | | |
|-----|--------------------------|
| yes | <input type="checkbox"/> |
| no | <input type="checkbox"/> |

12. Is your administrative personnel respecting patient confidentiality ?

yes

no

6. Material requirments

13. Did you use Papanicolaou stain original or modified ?

yes

no

14. Is your staining equipment ?

automated

manual

15. What kind of objectives your binocular microscope have ?

4X

10X

20X

40X

16. Is your microscope regulary serviced including a check of its technical set that includes adequacy of the stage and objectives ?

yes

no

17. Are your cytological results entered onto a computerized system to allow quality assesment ?

yes

no

7. Handling, analyses and reporting of cervical samples

18. Are all specimens delivered acompanied by a request form containing patient's identification data, physician in charge data, clinical appearance of the cervix, method of contraception and stage of menstrual cycle ?:

yes

no

19. Is patient's screening history available from local laboratory files and/or screening database ?:
- yes
- no
20. Are irregularities concerning the clinical data data sheet and/or cytological specimens recorded and resolved if possible in communication with the person sending the test ?:
- yes
- no
21. Are all slides archived (stored in adequate conditions for preservation) for at least 10 years ?:
- yes
- no
22. Are all reports stored for a minimum of 10 years ?:
- yes
- no
23. Are all cytology results reported using terminology translatable into the Bethesda system ?:
- yes
- no
24. Are all results reported within 10 working days counted from specimen arrival time ?:
- yes
- no

8. Quality management

In Romania today no quality control of laboratories is asked by authorities with respect to european guidelines. Whatever quality management does exist in some labs due to professionals who understand thye importance of quality control. Quality requirements must be promoted within future cervical cancer screening programmes alb laboratories involved must agree to follow new rules of quality assurance. For the moment, labs should be asked if any kind of internal and/or external quality management is performed:

25. What kind of internal quality management policies does your laboratory have ?:

Pre-analytical quality management – dedicated person with managing documents,
process descriptions and manuals

Analytical quality management measures – rescreening of slides

- rapid review

- random rescreening

- targeted rescreening

- automated rescreening

Internal quality control based on monitoring pathologist's reporting rates

Internal quality control based on correlation with clinical/ histological outcome:

- cyto-clinical correlation

- cyto-virological correlation

- audit of interval cancers

Internal continuing medical education

26. What kind of internal quality management policies does your laboratory have ?:

External continuing medical education

External quality control of screening skills – proficiency testing

27. Is your laboratory ?:

Only for cytology

Part of a pathology laboratory

Part of a biology laboratory

Hospital laboratory

Ambulatory

Private

To be completed by each cytopathologist

28. Name ?:

29. Age ? :

30. Training ?:

31. Years of experience in cervical cytology ? :

32. Number of slides per day examined ?:

33. How many hours worked each day ?:

34. How many slides reorded in each year of the last five years ?:

35. Are you working in other labs, for how many hours per day and how many slides for each ? :