


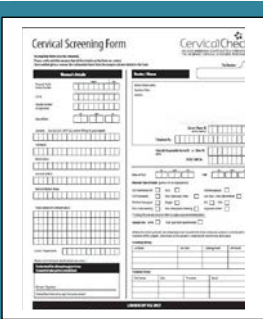



Checklist for Cervical Screening – STI/GUM

	<p>Registration</p> <ul style="list-style-type: none"> All doctors and nurses taking cervical screening tests should be registered with CervicalCheck. Registration forms are available from the administration office, who can be contacted directly on 061 406500 <p>Your unique clinic number _____</p>
	<p>Eligibility</p> <ul style="list-style-type: none"> CervicalCheck provides free cervical screening tests to women aged 25-65 years. Check eligibility of women by using the online eligibility check facility on the CervicalCheck website www.hse.ie/cervicalcheck - Health Professional's section - Check woman's next screening test date, or by calling the Freephone 1800 45 45 55 Refer to HPV Primary Screening: Eligibility Framework / Reference Guide for GPs and Clinics (available on www.hse.ie/cervicalcheck) for screening intervals of all women
	<p>Taking a quality screening test</p> <ul style="list-style-type: none"> Ensure the cervix is visualised in its entirety and sampled correctly. A cervix image library is available on the screening learning portal accessed via health professionals section of www.hse.ie/cervicalcheck Dispatch samples to the designated screening laboratory within 5 working days
	<p>Cervical Screening Form</p> <ul style="list-style-type: none"> Ensure the minimum dataset is documented for each woman: Forename, DOB, Surname, and one other identifier which may include surname at birth, mother's maiden name, PPSN or CSP ID, Include a telephone number (very important). In certain limited circumstances the clinic address may also be used for woman's address. The woman must provide her informed consent (indication of consent needed for all screening tests taken). Points to remember <ul style="list-style-type: none"> ➤ Complete <u>all</u> fields using BLOCK CAPITALS, and ensure numbers are legible. If you are using a computerised system, ensure that all the relevant fields are populated accurately. ➤ Identify the Clinic ID, doctor or nurse and clinically responsible doctor completely and accurately. ➤ Include the date of test, LMP and other relevant clinical data including screening history where known.
	<p>Counselling and information</p> <ul style="list-style-type: none"> Counsel the woman on cervical screening, HPV, benefits and limitations of screening, informed consent and potential meaning of results. Ensure the woman knows how and when she will receive her result. Read <i>Desktop Guide for Sampletakers</i> and the <i>Cervical Screening Results and Management Recommendation Guide</i> GPs do not receive results of screening tests taken in hospital clinics. Any follow up or onward referral must be done by the doctor or nurse who took the test. You may wish to inform the GP of the result if appropriate.



Test results and follow up

- Ensure a track and trace system is in place this should include follow up/referral of all abnormal results.
- CervicalCheck requests follow up information from STI/GUM services for results where a repeat screening test or a colposcopy referral has been recommended and where the woman has failed to attend. Information may be returned securely via www.hse.ie/cervicalcheck. It is the doctor's responsibility to make the colposcopy referral or contact the woman if a repeat test was recommended.



Points to remember prior to taking a screening test

- **Women with symptoms**
Cervical screening is not diagnostic; women with symptoms such as abnormal bleeding, pain or a discharge should be investigated as appropriate.
- **Women who are post-natal**
Women do not require a screening test post-natally unless they are due to have one. For women who have deferred their test during pregnancy (if their previous test was normal) it is usually best to wait a minimum of 3 months post-natally to have a test taken.
- **Women who are post hysterectomy**
The clinician should advise whether a woman requires screening post operatively. If screening is not required post-operatively a Hysterectomy Data Collection Form should be completed. The GP should be advised of this decision on discharge.
- **Women who are not due for screening**
A woman's next screening test due date can be checked online at www.cervicalcheck.ie or by contacting the CervicalCheck Freephone 1800 45 45 55.
- **Woman who opt out of the screening programme**
Women who do not want to participate in CervicalCheck may opt themselves out of the programme - they will no longer be sent any letters of invitation by CervicalCheck.
- **Women who cannot participate in the screening programme**
No Further Cervical Screening Required form is completed by a doctor for women for whom cervical screening is inappropriate or impossible.



Useful contact details

General Queries from women and health professionals	Freephone 1800 45 45 55 / www.hse.ie/cervicalcheck
Screening Training Unit	061 406565/564
Primary Care Coordinator	061 406567
Laboratory Coordinator	061 406569
Colposcopy Coordinator	061 406521
Access Officer	061 406572