

## Urine Cytology Ordering and Collection v1.1

Type: Procedure

Effective Date: 4/14/2022

Last Approved: 4/6/2022

Last Reviewed: 4/6/2022

### 148355.125 Urine Cytology Ordering and Collection

Copy of version 1.1 (approved and current)

**Last Approval or  
Periodic Review Completed** 4/6/2022

**Next Periodic Review  
Needed On or Before** 4/6/2024

**Effective Date** 4/14/2022

**Uncontrolled Copy** printed on 4/27/2023 1:03 PM

**Printed By** Brittany Houghton-Depietro  
Technical Assistant (M07740)

**Organization** Bassett Medical Center Lab

#### Approval and Periodic Review Signatures

| Type     | Description  | Date      | Version | Performed By   | Notes |
|----------|--------------|-----------|---------|--|-------|
| Approval | Lab Director | 4/6/2022  | 1.1     | Simha Sastry MD Clinical Laboratory Director (M06625)    |       |
| Approval | Lab Director | 4/6/2022  | 1.1     | Ghazala Nathu MD Clinical Laboratory Director (S00134)   |       |
| Approval | Lab Director | 4/4/2022  | 1.1     | John Fisk MD Clinical Laboratory Director (M08480)       |       |
| Approval | Lab Director | 4/1/2022  | 1.1     | Valerie Bush PhD Clinical Laboratory Director (M05512)   |       |
| Approval | Lab Director | 3/31/2022 | 1.1     | Timothy Chapman MD Clinical Laboratory Director (M11669) |       |

#### Version History

| Version | Status               | Type            | Date Added | Date Effective | Date Retired |
|---------|----------------------|-----------------|------------|----------------|--------------|
| 1.1     | Approved and Current | Initial version | 3/16/2022  | 4/14/2022      | Indefinite   |

## URINE CYTOLOGY: ORDERING, COLLECTION AND LABELING

**I. Principle:** The processing of urinary tract specimens including catheterized and voided urines and bladder or ureter washings submitted for cytological evaluation to determine the presence or absence of malignant tumor cells, infectious processes or other diagnostic processes.

### II. Ordering and Labeling:

- Follow the EPIC workflow to order a lab test – choose LAB13 for Non-Gyn cytology.
- Enter the Specimen Source.
- Enter the source description in the box on the same line at the far right of the screen.
- When the Specimen Source is entered, another box opens below it for an additional specimen.
- Fill in for as many specimens as needed.
- Answer the mandatory and specific questions.
- Sign the order.
- Go to the Collection activity.
- Choose which specimens to collect. Verify/update sources and comments.
- Select Print Label.
- Label the urine container using the EPIC generated label.
- Scan the Label to document the electronic collection.
- Select Finish or Accept

Proper patient history is essential to the successful interpretation of a cytological specimen and is required by regulations. Any evaluation and report is, at best, incomplete without correlating the cytological studies with a complete patient history. Improper labeling may cause the specimen to be returned for proper labeling, a delay while waiting for proper labeling or the specimen to be rejected and discarded

### III. Collection;

1. Collect a specimen into a clean container. First morning specimens are not recommended.
2. A minimum of 10 mls is desired for optimum cytological evaluation. If other tests are requested in addition to cytology, withdraw a portion of the specimen and submit to the appropriate laboratory following their guidelines.
3. Refrigeration is recommended.
4. Place the specimen in a specimen bag and transport to the laboratory.

### IV. References:

“Cytology” diagnostic principles and clinical correlates. Edmund S. Cibas, MD and Barbara Ducatman, MD. 3<sup>rd</sup> edition 2009