

## NECS Clinical Systems Specialist Team SystemOne - Recording Cytology

### Recording a Smear

We're going to launch the New Smear screen from the clinical tree, but you may also launch this screen from a clinical template or a recall.

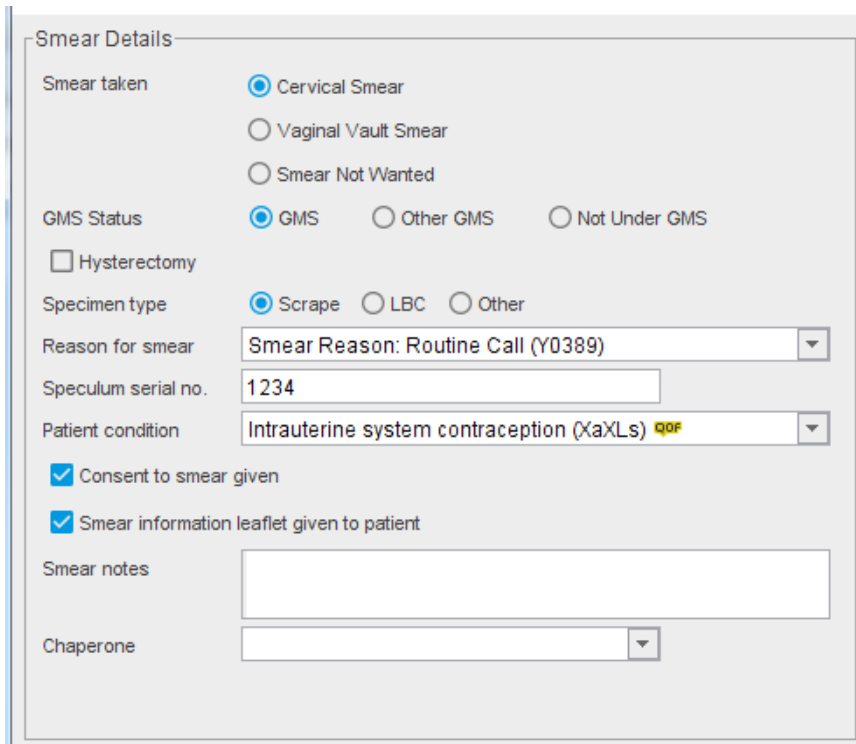
1. From the **Clinical Tree**, right click on **Cytology**.



2. Select **New Smear**.

3. The New Smear screen is displayed. Complete as appropriate:

- Select the type of **Smear taken**
- Select the **Specimen type**
- From the drop down menu, select the **Reason For smear**
- In the box, enter the **Speculum serial No.**
- Select an Option from the **Patient condition** drop down menu.
- Tick the boxes to indicate Consent to smear given and Smear information leaflet given to patient
- Enter any Smear notes if applicable and indicate Chaperone status using the drop down menu.

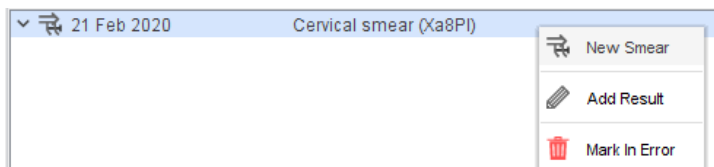
A screenshot of the 'Smear Details' form in the SystemOne application. The form contains the following fields and options:

- Smear taken:** Radio buttons for 'Cervical Smear' (selected), 'Vaginal Vault Smear', and 'Smear Not Wanted'.
- GMS Status:** Radio buttons for 'GMS' (selected), 'Other GMS', and 'Not Under GMS'.
- Hysterectomy:** A checkbox that is currently unchecked.
- Specimen type:** Radio buttons for 'Scrape' (selected), 'LBC', and 'Other'.
- Reason for smear:** A dropdown menu with 'Smear Reason: Routine Call (Y0389)' selected.
- Speculum serial no.:** A text input field containing '1234'.
- Patient condition:** A dropdown menu with 'Intrauterine system contraception (XaXLs) QOF' selected.
- Consent to smear given:** A checked checkbox.
- Smear information leaflet given to patient:** A checked checkbox.
- Smear notes:** A large text area for entering notes.
- Chaperone:** A dropdown menu for selecting a chaperone.

4. Ensure Recall Required is left unticked and click **Ok**.
5. **Save** the patients record.

## Recording Smear Results

1. Select **Cytology** from the clinical tree.
2. Right click on the smear without a result recorded. From the menu, select **Add Result**.



3. Enter the information from the card onto the template.

4. The recall should default to the length that is recommended for the age of the patient. If you need it to be different, use the drop down menu to set a recall for a different length of time.
5. If you have any other information to enter, use the **Extra Result Information** tab to go to the second page of the template.
6. Click **Ok** to close the template.
7. **Save** the patient's record.