



**Hong Kong Institute of Medical Laboratory Sciences**  
**Quality Assurance Programme**  
**Cytopathology**

**Non-gynaecological Slide**  
**Preparation Module**

***May Survey (2025)***

***Date of Return: 29 May 2025***

**HONG KONG INSTITUTE OF MEDICAL LABORATORY SCIENCES**  
**QUALITY ASSURANCE PROGRAMME**  
**CYTOPATHOLOGY**

**Non-gyneacological Slide Preparation Module**

**INSTRUCTIONS**

1. Participant laboratory should prepare non-gynaecology cytology smears from leftover clinical cytology materials received in the laboratory.
2. Participant laboratory should prepare cytology smears according to the SOP of the laboratory.
3. Participant should return Haematoxylin & Eosin (HE) and / or Papanicolaou (PAP) stained cytology smears **from any or all of** the following three types of non-gynaecology cytology materials : Sputum (S); Urine (U) and Body Fluid (F) either pleural fluid or peritoneal fluid.
4. Participant should label cytology smears with the 4- digit laboratory confidential code, test code, type of preparation and staining methods with code as shown in the questionnaire.
5. Besides the required information, do not mark any information that may reveal the identity of your laboratory.
6. Pack the slide set properly inside the provided foamed-padded envelope and return together with the completed questionnaire to HKIMLSQAP.
7. Arrange return of survey material with the courier service provider according to the instruction as per attached on / before **29 May 2025**
8. No return or late return will be counted as not done and will be marked as “ND” in the report.
9. **Participant will be requested to submit slides again within two weeks’ time if broken slides are received.**
10. The quality of staining and preparation will be evaluated by the Cytopathology Panel with reference to the staining intensity, revelation of nuclear/cytoplasmic details, contrast, consistency, cell distributions, tidiness and labelling. Unlabelled and improperly labelled slides will not be evaluated by the panel and no mark will be given to those slides.
10. Submitted slides will be returned to the participant together with the survey report.

For further enquiry, please contact HKIMLSQAP Ltd.

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**CONFIDENTIALITY**

HKIMLSQAP is committed to keep all details of participants confidential. Please refer to <http://www.hkimlsqap.org>