

ANATOMIC PATHOLOGY SERVICE - SERVICE GUIDE

The Auckland DHB Anatomic Pathology Service (APS) is located at 37 - 41 Carbine Road, Mt. Wellington and provides community histology, cytology and cervical cytology services for the greater Auckland region.

KEY CONTACT INFORMATION

Results, Test Prices & All Enquiries	Ph: (09) 302 0516	8.30am - 5.00pm
	Fax: (09) 302 0517	
FNA Booking	Ph: (09) 639 0212	
Frozen Section Booking	Ph: (09) 639 0212	
Supply Order Fax	Fax: (09) 570 8612	
Customer Services	Ph: (09) 638 0177; (09) 638 0176	aps.info@adhb.govt.nz

Histology After Hours - after 5.00pm

For urgent histology collection queries contact the Histology On-Call Supervisor Ph: 0274 923 439

REQUEST FORMS - Information Required

Patient Information

- Family Name & First Name
- Date of Birth
- NHI Number
- Eligibility Status

Referrer Information

- Name & NZMC / NCoNZ
- Practice or Clinic location
- APS Requester Code

Test Information

- Required test clearly identified
- Relevant Clinical Details

APS Requester Code:

The APS requester code consists of the letter "D" followed by 5 numbers. Each requester code in the APS database has unique information hardcoded against it, including preferred report modes and a specific destination for results. Contact APS Customer Services for new requester codes or to update codes.

Payment for Tests

The patient's eligibility status must be declared on all request forms. If the test, or the patient does not meet the MoH eligibility criteria for funding, the patient must pay for the test. For detailed information please go to the MoH website: www.health.govt.nz/eligibility

When samples requiring payment are collected at a practice/clinic please collect the payment from the patient and write "Charge to Practice" on the request form. APS will send the practice a one off invoice.

Additional Copies of Reports for other Referrers

Please note that referrers can access patient reports on CareConnect TestSafe.

For a copy of a report to be sent to another practitioner the name and location or practice name of the Copy To practitioner must be provided. If a patient label is attached to a pre-printed APS request form, circle the name of the "Copy To" doctor and "arrow" to the "Copy To" space on the form.

One Request Form

Only one request form is required when multiple histology samples are taken from a patient in the same procedure. Specific sites must be clearly listed on the request form and written on the appropriate container label.

Shared Samples for Microbiology and Histology or Cytology

Tissue or aspirate samples which require testing for microbiology as well as histology or cytology are processed by two different laboratories - Labtests perform microbiology testing and APS perform histology or cytology testing. Two separate samples are preferred if possible, however when sending **one** sample, please provide **two** request forms - a Labtests form for microbiology and an APS form for histology or cytology. Place the sample into a biohazard bag with **both** forms in the side pocket.

SPECIMEN LABELING

Specimen containers should be labelled immediately after sample collection.

A MINIMUM of two patient identifiers that match on both request form and container label are required.

- Patient Family Name & First Name
- Patient NHI number and/or DOB
as well as 'date' & 'time' of sample collection.

Histology sample labels must have all of the above plus:

- Doctor/surgeon name
- Type of sample or site sample taken from.

COLLECTION SERVICES

Labtests operate all collection services. Patients can drop off cytology sputum and cytology urine samples at any Labtests collection centre.

COURIER PICK UPS

Labtests couriers collect all APS histology and cytology samples from practices, surgical clinics and hospitals, either at a regular scheduled time or "on request".

Place APS samples into the blue APS pick up box. Call APS, 302 0516, if a pick up is required outside the regular scheduled time/day.

SAMPLE STORAGE & TRANSPORT INFORMATION

Most histology and cervical cytology samples are transported in a preservative solution.

To comply with transport regulations, samples transported directly to the laboratory by taxi or commercial courier must be transported in a white sealable 'APS Transport Envelope'. Envelopes can be ordered on the 'APS Supply Order Form'.

CYTOLOGY

APS Cytology processes both gynaecological and non-gynaecological samples.

Gynaecological Samples

ThinPrep® is used for cytology screening and HPV testing. All smear results are automatically entered into the NCSP Register. HPV testing is funded for women who meet the NCSP guidelines.

Non-Gynaecological Samples

Most fluid samples, such as bronchial specimens, serous or cyst fluids must be received by the Cytology laboratory as soon as possible after sample collection to ensure optimal cell preservation. Please call APS, 302 0516 if you have any queries.

FINE NEEDLE ASPIRATE (FNA)

APS operates a clinic, Monday to Friday at the Labtests collection centre, 37 - 41 Carbine Road, Mt Wellington. Call APS 639 0212 to make an appointment.

Off site FNA Collection at Clinics

Prior consultation with the cytology laboratory is advised as APS is able to provide technical and/or professional assistance. Call 639 0212 to make an appointment for a technologist to attend or for advice.

HISTOLOGY

Fresh Samples for Histology

Most histology samples are transported in pots containing 10% formalin, however some samples need to be sent "fresh" to the laboratory, ie., not contained in formalin.

Frozen Sections:

Private hospitals and clinics regularly collecting samples for a frozen section procedure are supplied with site specific instructions for booking, packaging and transport. Call APS Histology, 639 0212 to make a booking.

Other Fresh Samples Include:

- Acetylcholinesterase
- Direct Immunofluorescence
- Disaccharides
- Enzyme assay
- Iron Studies in Tissue
- Lymph Nodes for Lymphoma
- Imprints or Cell Marker studies (histology only)
- Tissue for Culture & histology
- Karyotyping / Cytogenetics
- Chromosomal Analysis

Please contact APS Histology 639 0212 to arrange transport of fresh samples, or if you have any queries.