



Guidelines and Resources for State Licensure for Cytotechnologists

Purpose:

The purpose of this document is to supply guidelines and resources for cytotechnologists interested in state licensure. Refer also to the ASC Position Statement Regarding State Licensure for Cytotechnologists.

In recognition of the importance of active involvement in state affairs concerning our profession, the ASC encourages its members to urge state legislatures to consider the following guidelines as model language to describe the qualifications and scope of practice of cytotechnologists.

Definition of “Cytotechnologist”

“Cytotechnologist”: A laboratory professional who qualifies for High Complexity Testing under CLIA.

They specialize in the analysis of cellular material from patient specimens for the purpose of diagnosing and monitoring disease, evaluating risk of disease, and guiding or monitoring therapy.

These professionals assist with the collection and preparation of specimens, and detection and interpretation of normal and abnormal cells, as well as infectious agents using a variety of techniques that include but are not limited to microscopic cytomorphology, special stains, immunocytochemistry and molecular techniques. In addition, these individuals may be responsible for all activities related to the pre-analytic, analytic, and post-analytic phases of testing including, but not limited to test selection and development, equipment selection, operation and maintenance, result reporting, quality control and assurance and statistical analysis of performance. The Cytotechnologist may also have a supervisory, education- or research-related role throughout the laboratory.

Recommended Minimal Requirements for Qualification as a Cytotechnologist or Cytology General Supervisor

Cytotechnologists must meet the requirements set forth in Final Rule, Federal Register Vol. 57(40): 28 February 1992, 42 CFR 493.1483 - Standard: Cytotechnologist qualifications and 42 CFR 493.1469 - Standard: Cytology general supervisor qualifications...

The ASC endorses the minimum curricular requirements for cytotechnology education set forth by the Cytotechnology Programs Review Committee of the Commission on Accreditation of Allied Health Education Programs available at: <http://www.caahep.org/Content.aspx?ID=30>



Proposed Scope of Practice for Cytotechnologists

1. *Technical:*

Assist in the collection of patient specimens and specimen evaluations.

Select the most appropriate preparation and staining techniques for the specimen and for diseases in the differential diagnosis.

Prepare and evaluate stains and other testing reagents according to standard operating procedures.

Prepare and triage patient specimens according to standard operating procedures for ancillary testing, including but not limited to in situ hybridization, immunochemistry, amplified nucleic acid detection, and other molecular tests.

Exercise independent technical judgment subject to the supervision, control, responsibility, and oversight by the laboratory director.

Assure patient safety measures in accordance with chemical hygiene, blood borne pathogen, and general safety plans within the laboratory.

2. *Interpretation:*

Microscopically assess and independently sign out Pap tests that are negative for intraepithelial lesion and malignancy.

Evaluate, mark and preliminarily interpret representative areas of benign and abnormal processes observed microscopically in patient specimens, manually or with automated instruments or utilizing telepathology, under pathologist supervision.

Evaluate, triage and correlate ancillary studies including but not limited to cell blocks, molecular tests and immunocytochemistry.

3. *Reporting*

Use the laboratory information system or other method(s) to report patient results according to established guidelines.

Communicate with medical professionals in a collaborative manner.

4. *Quality Assurance*

Establish quality control and quality assurance procedures for pre-analytic, analytic and post-analytic phases of the testing process. Implement corrective action and continuous quality improvement initiatives.

Validate and verify new testing methods and equipment and optimize existing test methods and equipment.

Meet workload documentation and workload limit requirements.

Meet regulatory, accreditation, certification and licensure (as applicable) requirements.

5. *Management*

Support management activities as delegated by cytology general supervisor or medical director (technical supervisor).

Participate in interdisciplinary teams as delegated by laboratory leadership.



Proposed Scope of Practice for Cytology Supervisors

Meets all components of scope of practice for cytotechnologist, above, and

Personnel Management and Supervision:

Provide supervision or oversight of laboratory operation and personnel performing testing and reporting test results, including cytotechnologists, cytopreparatory technicians, as well as other laboratory professionals and staff assigned to the department.

Ensure compliance with education, training, competency assessment and proficiency testing requirements

Investigate and test new methodologies and instrumentation that are applicable for primary interpretation and ancillary testing.

Perform all aspects of personnel management.

Compliance

Ensure all federal, state and local regulatory and compliance requirements are met.

Technical:

Serve as technical resource with regards to pre-analytic, analytic and post-analytic phases of the testing process.

Exercise independent technical judgment subject to the supervision, control, responsibility, and oversight by the laboratory director.

Assure patient safety measures through the development and implementation of chemical hygiene, blood borne pathogen, and general safety plans within the laboratory.

Budget:

Prepare operational and capital budgets to meet financial objectives according to organizational benchmarks.

Client Service:

Provide advice and information to healthcare professionals regarding utilization, test ordering, specimen collection and processing, use of special studies, and released test results, recognizing the pathologists' roles in decisions related to laboratory tests.

Lead and participate in interdisciplinary workgroups within and outside the laboratory.

Research and Development:

Implement, assist and evaluate research and development initiatives as directed by pathologists and other laboratory directors.



Proposed Continuing Educational Requirements for Cytotechnologists and Cytology Supervisors

The ASC endorses the continuing education requirements of the American Society for Clinical Pathology (ASCP) Board of Certification and the Certification Maintenance program. This program may be voluntary or mandatory depending on the year of certification - available at: <http://www.ascp.org/bor/cmp/>

Approved by ASC Executive Board, November 2014



Resources for Cytotechnologist State Licensure

There are currently 12 states with laboratory personnel licensure (California, Hawaii, Florida, New York, North Dakota, Rhode Island, Tennessee, Louisiana, Nevada, West Virginia, Montana, Georgia). Puerto Rico also has licensure. The components of the law vary state-to-state, but usually include an annual licensing fee (some are bi-annual), a provision for continuing education, a minimum education and professional competency requirements.

Check with the state regarding trainee licenses or other requirements for new graduates without a valid license in that state.

The following is a list of the states with laboratory personnel licensure and contact information:

California

California Department of Health Services
Laboratory Field Services Personnel Licensing Section
850 Marina Bay Pkwy Bldg P, 1st floor
Richmond, CA 94804
Phone: 510-620-3834
Fax: 510-620-3697
<http://www.cdph.ca.gov/programs/lfs/Pages/Cytotechnologist.aspx>

Florida

Department of Health
Division of Medical Quality Assurance
Board of Clinical Laboratory Personnel
4052 Bald Cypress Way
Tallahassee, FL 32399-3257
Phone: 850/488-0595
Fax: 850-922-8876
<http://floridasclinicalabs.gov/>

Georgia

Georgia Department of Human Resources
Office of Regulatory Services
Diagnostic Services Unit
2 Peachtree Street, NW, Suite 33.250
Atlanta, GA 30303-3142
Phone: 404/657-5450
Fax: 404/657-8934
<http://dch.georgia.gov/about-us>



Hawaii

Hawaii Department of Health State Laboratory Division
2725 Waimano Home Road
Pearl City, HI 96825
Phone: 808/453-6653
Fax: 808/453-6662
<http://health.hawaii.gov/statelab/forms/>

Louisiana

Clinical Laboratory Personnel Committee
Louisiana State Board of Medical Examiners
PO Box 30250
New Orleans, LA 70190-0250
504-524.6763 ext 261
504-568-6820
<http://www.lsbme.la.gov/licensure/clinical-laboratory-personnel>

Montana

Montana Department of Commerce
Board of Clinical Laboratory Science Practitioners
301 South Park Ave. 4th floor
P.O. Box 200513
Helena, MT 59620-0513
Fax: 406-841-2305
http://bsd.dli.mt.gov/license/bsd_boards/cls_board/board_page.asp

Nevada

Nevada Bureau of Licensure and Certification
1551 College Parkway #158
Carson City, NV 89710
Phone: 702/687-4475
Fax: 702/687-6588
http://health.nv.gov/HCQC_Medical.htm

New York

Kathleen M Doyle, PHD State Boards for the Professions
89 Washington Ave 2nd floor East Wing
Albany, New York 12234
<http://www.op.nysed.gov/pdffiles.htm#c>

North Dakota

North Dakota Board of Clinical Laboratory Practice



2900 E. Broadway Ave., Ste. 3
Bismarck, ND 58502-4103
Ph. 701-530-0199
Fax 701-224-9824
<http://www.ndclinlab.com/>

Puerto Rico

Medical Technology Board of Medical Examiners
Call Box 10200
Santurce, PR 00908
Phone: 809/792-6400
Fax: 787/792-6627
www.ctmpr.com

Rhode Island

Rhode Island Department of Health
Division of Health Services Regulation
Room 104
3 Capitol Hill Providence, RI 02908
Phone: 401/222-2827
Fax: 401/222-1272
<http://www.health.ri.gov/licensing/>

Tennessee

Tennessee Medical Laboratory Board Personnel
1st Floor Cordell Hull Building 425 5th Avenue North
Nashville, TN 37247-1010
Office Phone: 615-532-5128
Fax: 615/532-5369 888-310-4650
<http://health.state.tn.us/Boards/MedLab/index.htm>

West Virginia

West Virginia Office of Laboratory Science Dept. of HHS
167 Eleventh Ave.
South Charleston, WV 25303
304-558-3530 Fax: 304-558-2006
<http://www.wvdhhr.org/labservices/index.cfm>