

**ASC CELL TALKS: CYTOLOGY LAB MANAGEMENT SERIES**

American Society of Cytopathology Program Directors Committee Milestone	Topic Ideas
PC1 – Patient Safety	<ul style="list-style-type: none"> <li>☐ Patient Safety – Everyone’s Job! (all the ways we work to avoid patient errors, from order placement by a physician to final result release)</li> <li>☐ How to Write a Patient Safety Policy</li> <li>☐ Reporting safety events – what are SERS?</li> </ul>
PC2- FNA Biopsy	☐ FNA technique – Tips and Tricks
MK1 – Interp/Diagnosis	☐ Do Not Use
MK2- Cervical Cancer Screening	<ul style="list-style-type: none"> <li>☐ Cytotechnologist Slide Limits – Why do this and how do we count the slides? (also with SBP3, SBP5)</li> <li>☐ FocalPoint Slide Profiler for Cervical Screening – how does it work? Regulations?</li> </ul>
SBP1 – Regulatory and Compliance - Accreditation	☐ Interlaboratory Comparison Programs – does every lab need to enroll? How to choose? Who participates and for what tests in the cytology lab? Options available?
SBP2 – Health Care Teams	Already been done

SBP3 – Lab Management (personnel and finance)	<ul style="list-style-type: none"> <li>☐ Creating a Cytology Lab Budget (capital vs. operating, how to develop, etc.)</li> <li>☐ Basics of health care finance (medicare part A, B, etc.), professional billing, etc.</li> <li>☐ Running a Cytology Lab: Personnel (unions, wage types, organizational charts, lines of reporting, etc.)</li> <li>☐ Purchasing a new instrument for the laboratory – how to assess the value/budget/etc.</li> </ul>
SPB4 – Technical Management	<ul style="list-style-type: none"> <li>☐ Troubleshooting technical problems with your Papanicolaou Stain (also PC1)</li> </ul>
SPB5 – Lab Management Quality, Risk Management and Safety	<ul style="list-style-type: none"> <li>☐ Quality Assurance in Cytology: How to we monitor for errors? (cyto-histo correlation, interlaboratory comparison programs, etc)</li> <li>☐ Risk Management – when to involve your legal department</li> <li>☐ ASC-SIL ratios and their use in quality improvement/monitoring</li> <li>☐ ASC-HPV rates and their use in quality improvement/monitoring</li> <li>☐ Alternative quality improvement methods for cervical screening (rapid pre-screening, targeted rescreening of HPV+ NILM, etc)</li> <li>☐ Present your quality improvement project here</li> </ul>
PBLI1 – Scholarly Activity	<ul style="list-style-type: none"> <li>☐ Do not use</li> </ul>
PBLI2 – Evidence based	<ul style="list-style-type: none"> <li>☐ Already been done</li> </ul>

Utilization	<ul style="list-style-type: none"> <li>☐ Utilization of laboratory tests in cytopathology – what guidance should we give our clinical colleagues?</li> </ul>
PROF1 – Received and Provides Feedback	<ul style="list-style-type: none"> <li>☐ The Ask-Tell-Ask method of giving feedback</li> <li>☐ Giving Feedback Constructively – not as easy as it looks</li> </ul>
PROF2- Accountability and Integrity	<ul style="list-style-type: none"> <li>☐ Case studies of professionalism in difficult situations in cytopathology</li> <li>☐ We are all part of a TEAM in cytopathology</li> </ul>
PROF3 – Cultural Competency	<ul style="list-style-type: none"> <li>☐ Dealing with different cultures during FNA procedures</li> </ul>
PROF4 – Personal Health	<ul style="list-style-type: none"> <li>☐ The impaired physician – signs to recognize, when to refer, implications for career, etc</li> <li>☐ Fatigue and sleep deprivation isn't a joke – how to recognize and combat it</li> <li>☐ ACGME duty hours – what exactly are the rules?</li> </ul>
ICS1 – Communication with Others	<ul style="list-style-type: none"> <li>☐ Already done</li> </ul>
ICS2 – Personnel Management and Conflict Resolution	<ul style="list-style-type: none"> <li>☐ Managing Conflict in the laboratory – separate the people from the problem (Also ICS3)</li> <li>☐ Managing conflict and complaints from outside the laboratory</li> </ul>
ICS3 – Team Communication	<ul style="list-style-type: none"> <li>☐ How to lead a multidisciplinary conference effectively</li> </ul>