



September 2024

## London NHS Cervical Screening Programme – All Cervical Sample Takers

### Advance Notification

**From 1st January 2025, all NHS cervical screening samples sent for processing to Cervical Screening London (CSL) laboratory must include the sample takers' London Cervical Sample Taker Database (LonCSTD) Personal Identification Number (PIN).**

In line with [NHS Cervical Screening Programme guidance for the acceptance of cervical screening samples in laboratories.](#), all NHS Cervical Screening sample takers, including trainees in London must:

- Be correctly registered on the London Cervical Sample Taker Database (LonCSTD), held and managed by CSL laboratory.
- Use their unique sample taker LonCSTD Personal Identification Number (PIN) for all cervical samples taken in London

A cervical screening test is a consultation and an intimate clinical examination, and the sample taker must have the required level of knowledge and understanding of the [NHS Cervical Screening Programme](#), and clinical skill, to safeguard the individual. [NHSCSP Cervical Screening Sample taker training guidance](#) outlines the post registration training pathway and required updates for all sample takers. All healthcare professionals taking cervical screening samples must ensure they are competent to do so, have undergone the appropriate training and be registered on the relevant cervical screening sample taker database linked to their area of practice. **In London, this is the London Cervical Sample Taker Database (LonCSTD).**

### LonCSTD PIN Absent or Invalid on Request Forms

As of 1st January 2025, Cervical Screening London will be implementing Section 6.12 of the [NHS Cervical Screening Programme guidance for the acceptance of cervical screening samples in laboratories guidance](#). All samples submitted without a valid sample taker identification code will be delayed and reported as result unavailable if not abnormal, as detailed below.

#### 6.12 Personal Identification number (PIN) absent or invalid

- *The sample taker's PIN should be present and valid as this confirms that the sample taker is appropriately trained and competent in cervical sample taking.*

- *The absence of a valid PIN on the sample request requires investigation before it can be reported. Carry out investigation swiftly so as not to adversely affect the time the person waits for their result.*
- *If the PIN information can be confirmed, the sample can be reported.*
- *Sample takers must not use a PIN belonging to someone else.*
- *Trainee sample takers must use a unique PIN that identifies them as a trainee.*
- *If the sample taker PIN is invalid or cannot be provided, the sample should be HrHPV tested and reported as:*
  - *HPV inadequate (HPV-U) if the HPV test is negative.*
  - *If the hrHPV test is positive, then cytology should be examined and reported as cytology inadequate unless abnormal cells are identified.*
- *If enquiries related to an absent or invalid PIN raise concerns that the sample taker may not be trained or does not meet the minimum requirements to be a sample taker, seek advice from the Screening QA Service in line with national screening incident guidance.*

## What does this mean for sample takers who send samples to CSL?

1. Sample taker should ensure they are registered on the LonCSTD [CSTD – NHS England](#)  
If you are unsure or unable to access your account, please contact our administration team on [hsl.csl.cstd@nhs.net](mailto:hsl.csl.cstd@nhs.net)
2. Use you LonCSTD PIN on EVERY REQUEST FORM you send to CSL.  
The LonCSTD will **always** be in the format below  
  
LNNNX (T)  
L= letter N=Number X=Letter L (T)=Trainee sample taker
3. Ensure you have uploaded your training documents and 3 yearly updates on your LonCSTD account.
4. Sample takers new to the London region must register on the LonCSTD to support with this, please see the link to the guidance below.

<http://www.hslpathology.com/services/cervical-screening-london/csl-further-information/>

***Sample takers who use different laboratory providers for their samples depending on their location or are registered on a CSTD for another laboratory will be required to register on the LonCSTD.***

Further information will follow as we move towards the go live date, in the meantime if you have any questions, please contact the team on [hsl.csl.cstd@nhs.net](mailto:hsl.csl.cstd@nhs.net)

### References:

[Guidance for acceptance of cervical screening samples in laboratories and pathways, roles and responsibilities \(October 2020\)](#)

[NHSCSP Cervical Screening Sample taker training guidance](#)