



Cervical Screening Call/ Recall

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Cervical Screening Call/Recall

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 3. The Call/Recall Cycle
 - a) Prior Notifications
 - b) Inviting the women
 - c) Recording & Notifying Test Results
 4. Women who fail to attend for screening
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- 

Introduction


- ▶ Preston PCS office:–
 - Manage population databases for 3 NHS England Area Teams (NHAIS systems)
 - Provide Call/ Recall for over 700 NHS GP practices through the NHAIS system.
 - Already manage the patient recording system for DMS (NHAIS system).
 - Will implement the revised arrangements for cervical screening call/recall through the DMS NHAIS system.
- 

Implementing Call/Recall


- ▶ DMS NHAIS system

- Holds details of all patients registered with DMS
- Populated with women's screening history
 - Coventry & Warwick data
 - DMICP data

Populated prior to 1 April 2015

- ▶ Electronic links to obtain NHS screening history for women registering with DMS
 - ▶ Electronic links to provide NHS with copy of screening history for women leaving DMS and registering with NHS
 - ▶ Will use Open Exeter system for call/recall
- 

Open Exeter

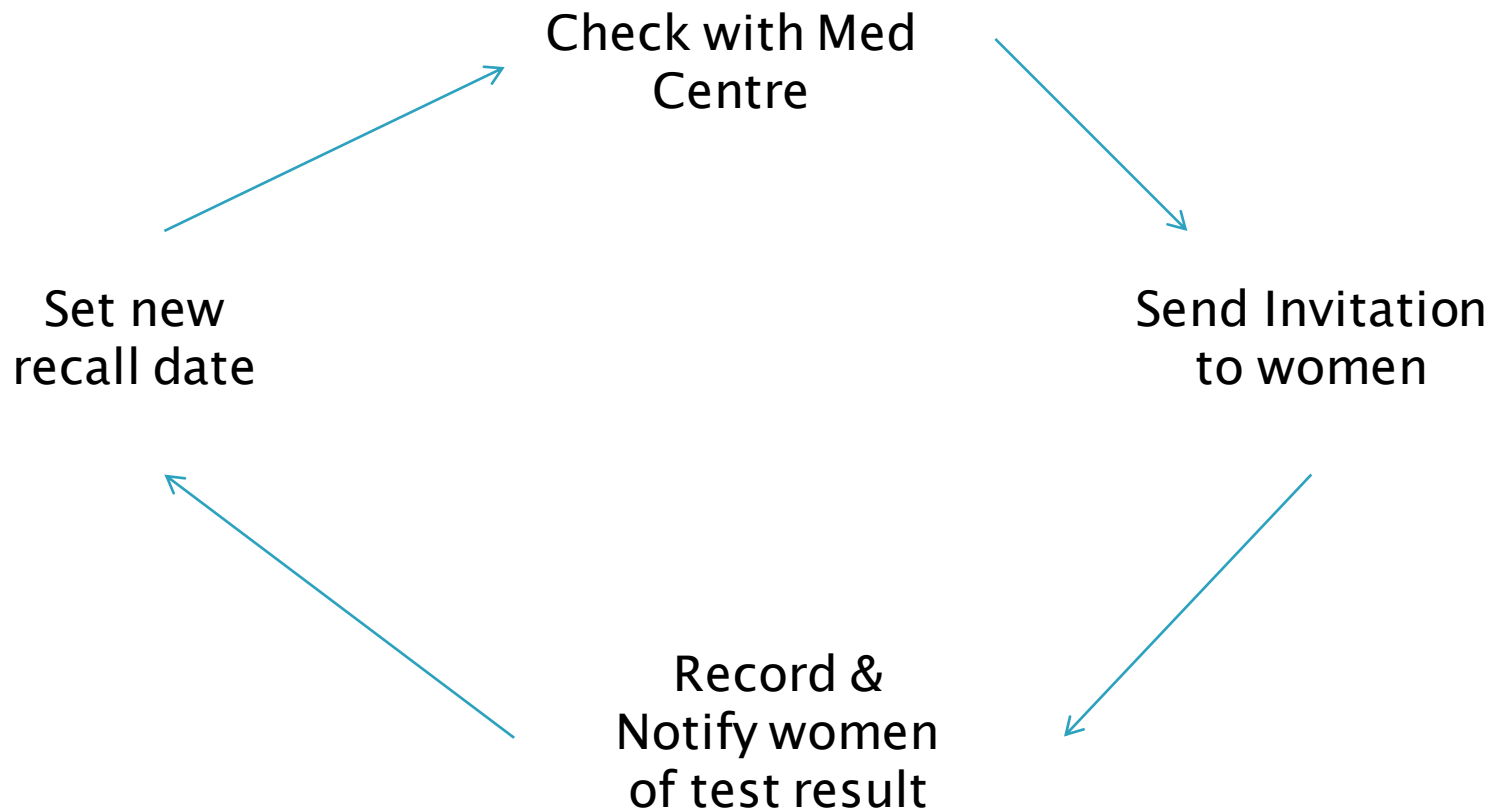
- ▶ Web based system developed by HSCIC to provide controlled access to data held on NHAIS system.
 - ▶ Facilitates the secure exchange of information between medical practices and PCS office as part of the cervical screening programme.
 - ▶ **Helps reduce the amount of paperwork and streamline processes**
- 

Open Exeter

- ▶ For Cervical Screening the system allows Med Centres to:–
 - ☐ View a woman's previous screening history
 - ☐ Receive the prior notification list (PNL) identifying women due for screening
 - ☐ Respond to the PNL advising whether woman should be invited
 - ☐ Produce a prepopulated HMR101 –request form to send to the lab
 - ☐ Receive details of women who have failed to respond to invitation letters
 - ☐ Receive details of newly registered women who are on early follow up from a previous test.
 - ☐ Receive confirmation that any request to cease recall has been actioned.

The Call / Recall Cycle


► The admin process:-



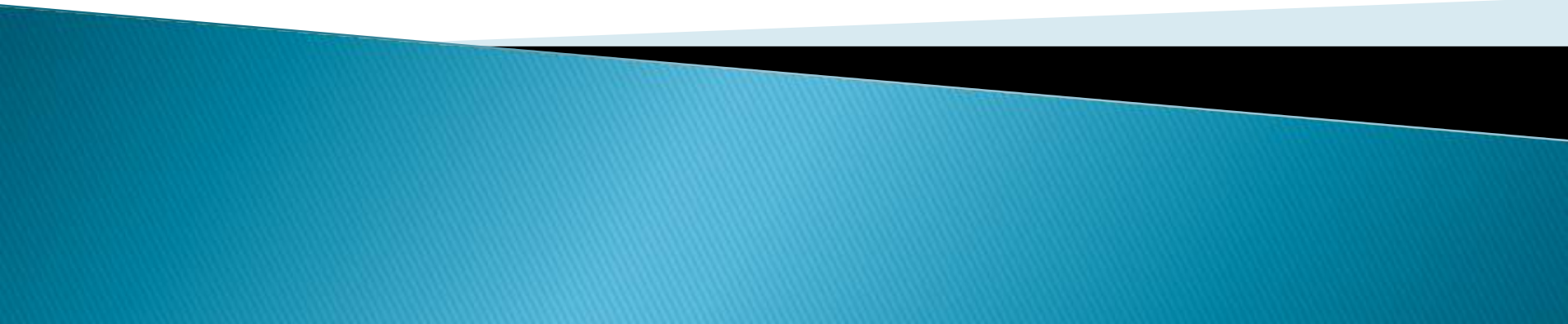
Check with Med Centre (PNL)

- ▶ Each week PCS will identify all women due for test
 - Those whose next test is due
 - Those aged 24yr 6months who should be invited for screening
- ▶ These lists (PNL) will be made available to med centres via Open Exeter
 - (NB. Lists were previously sent monthly)

Check with Med Centre

- ▶ PNL list is split into 4 sections
 1. Call
 2. Routine Recall
 3. Early Repeat
 4. Suspend
 - ▶ Made available to med centres 10 weeks before test due date
 - ▶ Med Centre has 4 weeks to complete
 - ▶ Options–
 1. Invite
 2. Postpone
 3. Cease
 4. No reply
- 

Completing PNL on Open Exeter



Accessing Open Exeter



Open Exeter

All information and data within this application must be treated as confidential

User Code:

Password:

[Forgotten your Password](#)


Log into system

Quick Log-in

Important Information	Problems Logging-in?	Contact Details
Bulletin Board (Dynamic)	Help	Caldicott Guardian Register
Links & Downloads	Browser Settings	Data Controllers

Due to essential maintenance, the Open Exeter portal and ALL associated applications will be unavailable from 08:00hrs to 16:00hrs on Sunday 25th January 2015. We apologise for any inconvenience this may cause.

Open Exeter Applications



Open Exeter
[log-out](#) | [help](#)

You are currently logged in with organisation code A91120

Change Password Utility

Cipher, Q Codes and PCT Codes

Cytology History Batch Download

Display Permissions

Organisation Maintenance

Patient Details

Practice Electronic Cards

Primary Care Performers Directory

Prior Notification Lists


Data Source:

The DMS System (DMS) ▼

Continue

Save Quick Log-in Settings

Applications shown on drop down list

- ▶ **Change Password**
 - ▶ Cipher Q codes and PCT codes
 - ▶ Cytology History Batch Download
 - ▶ **Display Permissions**
 - ▶ Organisation Maintenance
 - ▶ **Patient Details**
 - ▶ **Practice Electronic Cards**
 - ▶ Primary Care Performer Directory
 - ▶ **Prior Notification Lists**
- 

Select Prior Notification List



Open Exeter

[log-out](#) | [help](#)

You are currently logged in with organisation code A91120

Application:

Prior Notification Lists ▼

Data Source:

The DMS System (DMS) ▼

Continue

Save Quick Log-in Settings

Prior Notification List (PNL)


The following women on the list for your organisation are shortly to be invited for a cervical smear test. Please submit a return for **every** woman by ticking the "Submit" checkbox, including additional data for any woman to be ceased or delayed.

The cut-off date for notifying the HA of any woman to be delayed or ceased is **30.07.2010**. After that time any woman not ceased or delayed will be invited in the usual way.

The following women are of recall type **Repeat Advised**

NHS No	Title	Surname	Forenames	DoB	Next Test due	Local GP code
Submit			Reason for Cease/Delay	Delay until	Comments (max 59 chars)	
186 617 4177	MISS	GLOBE	DONNA	01.03.1977	01.03.2003	000001
<input type="checkbox"/>						
333 344 0164	MRS.	KABALE	CHRIS	06.02.1944	06.02.2003	000001
<input type="checkbox"/>						
333 344 2744	MS.	MORRIS	JULIE WENDY	02.12.1971	02.12.2003	000001
<input type="checkbox"/>						
333 344 3066	MS.	WHITE	SUSAN FIONA	02.10.1947	02.10.2003	000001
<input type="checkbox"/>						
333 344 3183	MS.	SMYTHE	ALISON SHARON	28.08.1941	28.08.2003	000001
<input type="checkbox"/>						
<input type="button" value="Reset"/>		<input type="button" value="Submit Returns"/>		Page On		

Prior Notification List (PNL)



Prior Notifications List

[logout](#) | [main menu](#) | [help](#)

Page 1 of 12

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<input type="checkbox"/>						
333 344 0164				06.02.1944	06.02.2003	000001
<input type="checkbox"/>						
333 344 0555				24.03.1938	24.03.2003	000001
<input type="checkbox"/>						
333 344 1632				23.08.1944	23.08.2003	000001


- Defer - Recent Test
- Defer - Current Pregnancy
- Defer - Under treatment relevant to screening
- Defer - Administrative reason
- Defer - Practice invitation
- Cease - Other
- Cease - No cervix

Prior Notification List (PNL)

- ▶ Med Centres will have 4 weeks to complete.
 - ▶ Replies can be submitted when checked – no need to complete all before submitting
 - ▶ Unless reply received postponing recall then it will be assumed women should be invited
- 


Inviting the Women

Invitations


- ▶ Agreed that Med Centres will print and send out invitation letters
 - ▶ NHS leaflet '**NHS Cervical Screening**' will be included in every invitation letter
 - ▶ Med Centre will use list of names shown on Open Exeter PNL to identify women to be sent letters
 - ▶ List to be cross checked with similar list produced from med centre system.
 - ▶ Records on NHAIS set to show woman invited
- 

Test Results


Recording Test Results

- ▶ All laboratories have electronic links in place with local PCS office
 - ▶ Results reported will be sent via links and auto redirected to DMS NHAIS system at Preston PCS.
 - ▶ System check validates results to ensure appropriate follow up.
 - ▶ Test Result recorded on DMS NHAIS system and new recall date set
- 

Result Letters

- ▶ NHS national standard letters.
 - ▶ Text defined by NHSCSP
 - ▶ 2 options considered
 1. Med Centre produce letters
 2. Preston PCS produce and send to Med Centres
 - ▶ 50+ different letters in use (list provided)
 - ▶ Preferred option 2 – PCS produce.
- 

Notification of Test Results

- ▶ Sample takers should advise women how they will receive result
 - ▶ All women must be notified of their result in writing.
 - ▶ Where referral recommended any communication from colposcopy will be with Med Centres not direct with women
 - ▶ No result letters are produced for tests taken at hospital.
- 

Setting New Recall Dates

- ▶ Test recorded and new recall date set 3 or 5 yrs. in future or earlier if lab specify date.
- ▶ Tests where result is referral recommended or taken in hospital–
 - Recall/ Review date set
 - 15 months for negative result
 - 10 months for other results

What if the Woman Fails
to Attend?



Reminder letters

- ▶ If no result received 8 weeks after 1st invitation a reminder letter will be sent
- ▶ Reminder letter sent by Med Centre
- ▶ If after further 8 weeks result still not received 'non responder' flag set on NHAIS system
- ▶ New Recall dates set–
 - 3 or 5 years if on routine recall
 - 12 months from test due date for other results

Non Responder Notifications

- ▶ Med Centres notified via Open Exeter
 - To advise of non attendance and prompt to contact woman
 - To enable Med centre to reply to PCS if–
 - – records show woman has had a test
 - – recall should be postponed
 - – recall should be ceased

How to access the Non Responder notification via Open Exeter

Non Responder Notifications

- ▶ Select 'Practice Electronic Cards from drop
-

Application:

Practice Electronic Cards ▼

Data Source:

The DMS System (DMS) ▼

Continue

Save Quick Log-in Settings

Electronic Card Summary Screen

Open Exeter

Logged in as : GPDEMO - GP PRACTICE DEMO



[OE Menu](#) [Help](#) [Log-out](#)

Electronic Card Summary

Generate CSV

Reset

Refresh

NHS Number*	Surname	Title	Forenames	Date of Birth	GP Code	Notification Type	Recall Type
					All	All	All
333 344 5360	BROWN	Ms.	Belinda	20/01/1972	PEPA1	Final Non-Responder	Routine
333 344 5468	BAKER	Ms.	Debbie Annette	24/02/1937	PEPA1	Final Non-Responder	Called
333 344 5573	BRAINES	Ms.	Kim Vanessa	18/11/1969	PEPA1	Final Non-Responder	Called
333 344 5735	BLACK	Ms.	Sarah	24/01/1967	PEPA1	Final Non-Responder	Routine
333 344 5832	BAKER	Ms.	Melanie Iris	25/09/1954	PEPA1	Final Non-Responder	Routine
333 344 5875	BISHOP	Ms.	Julie Belinda	05/05/1968	PEPA1	Re-registered Ceased	Ceased-(9)
333 344 6235	BAKER	Ms.	Jill Patricia	15/03/1970	000006	Recently Ceased	Ceased-(8)
333 344 6383	HEATH	Ms.	Kate Fiona	28/02/1967	PEPA1	Re-registered Ceased	Ceased-(7)
333 344 6782	BALL	Ms.	Yvonne Alison	26/02/1968	000006	Recently Ceased	Ceased-(9)
333 344 6944	HOBBS	Ms.	Olive O	23/07/1955	PEPA1	Re-registered Ceased	Ceased-(8)
333 344 6960	MORRIS	Ms.	Wendy Susan	10/09/1968	000006	First Non-Responder	Called
401 707 4820	BULLEY	Miss	Suzanne	12/12/1973	PEPA1	Recently Ceased	Ceased-(8)
625 128 2215	BRENTON	Ms.	Kathy	27/01/1979	PEPA1	Recently Ceased	Ceased-(8)
625 128 2215	BRENTON	Ms.	Kathy	27/01/1979	PEPA1	Final Non-Responder	Called

Action on Non Responder notifications

en Exeter

ed in as : GPDEMO - GP PRACTICE DEMO



[Back](#) [QE Menu](#) [Help](#) [Log-out](#)

Notification Details

[Print Record](#) [Reset](#)

344 5360 Ms. Belinda BROWN		DoB 20/01/1972 (age 37)	
dens, Exebridge, Dulverton TA22 9RP		GP PEPA1 GP One Parker	
ication Type	Non-Responder	Type	Final
all Date	27/04/2003	Recall Type	Routine
ation Date		Notification Date	26/02/2009
of Tests	1 show history	FNR Count	Positive/Doubtful N
on Required?	<input type="radio"/> No <input checked="" type="radio"/> Yes	Update Record	
uested Action	<div>-- Please Select --</div>		
y Until	<div>-- Please Select --</div>		
itional Details			

- Please Select --
- Please Select --

Defer Recall
Recent Test
Current Pregnancy
Under treatment relevant to screening
Administrative reason

Cease from Recall
No cervix
Patient's informed request for no further smear test
Mental Capacity Act (best interests)
Other Reason

Practice Electronic Cards

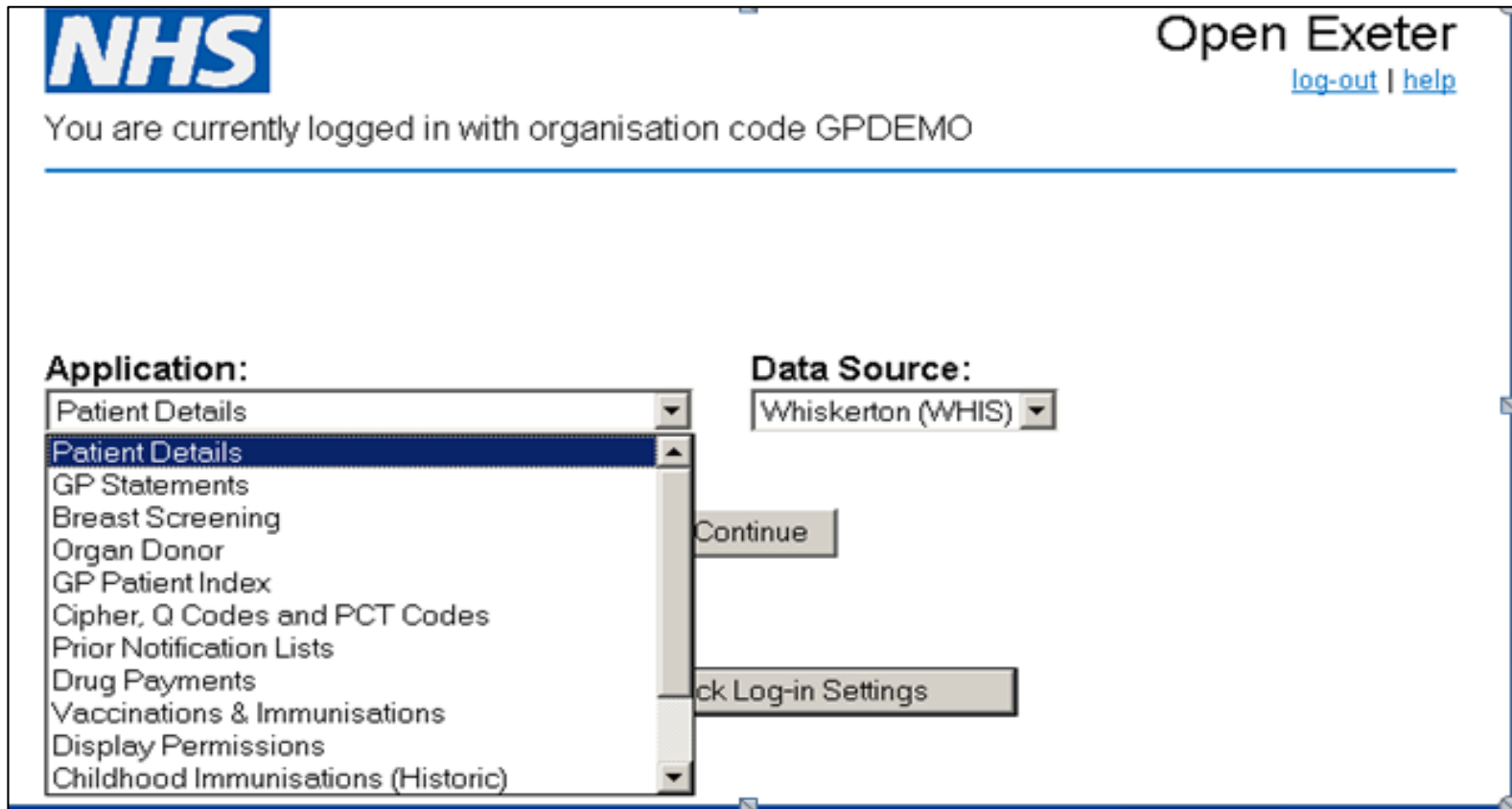
▶ Filter by Recall Type

- Called
- Routine
- Early Repeat
- Ceased

Other features available
through Open Exeter

View Patient Screening Record

- ▶ Access Patient Details from drop down menu



The screenshot displays the NHS Open Exeter web application interface. At the top left is the NHS logo. At the top right, it says "Open Exeter" with links for "log-out" and "help". Below this, a message states: "You are currently logged in with organisation code GPDEMO".

The main content area features two dropdown menus. The "Application:" dropdown menu is open, showing a list of options: "Patient Details" (highlighted in blue), "GP Statements", "Breast Screening", "Organ Donor", "GP Patient Index", "Cipher, Q Codes and PCT Codes", "Prior Notification Lists", "Drug Payments", "Vaccinations & Immunisations", "Display Permissions", and "Childhood Immunisations (Historic)". To the right of this menu is a "Continue" button.

The "Data Source:" dropdown menu is set to "Whiskerton (WHIS)". Below it is a "Check Log-in Settings" button.

Patient Details Screen



Open Exeter

[main-menu](#) | [log-out](#) | [help](#)

Retrieve Patient Details

NHS Number:	<input type="text"/>
Surname:	<input type="text"/>
Forename:	<input type="text"/>
Othename:	<input type="text"/>
Date of Birth:	<input type="text" value="DD"/> / <input type="text" value="MM"/> / <input type="text" value="YYYY"/>
Filter by Gender:	<input type="text" value="v"/>
Addr/PostCode:	<input type="text"/>
PAS Number:	<input type="text"/>

Cytology Search Options:

	Local Lab Code	Year	Slide Number
Slide:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Format 4 Slide:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Automatic extended search has been disabled

<input type="button" value="Search"/>	<input type="button" value="Reset"/>
---------------------------------------	--------------------------------------

Patient Details selected

Patient Details

Remove from indexXMLPDFHelpClose

Cytology Reports
Cytology History
HMR101 form - editable
HMR101 form - A5 PDF (2003)

Continue

Current Details

NHS Number :	033 415 8729
Full Name :	MISS AMANDA JANE BIEDERBECK
Address :	8, CHURCH ROAD, ST THOMAS EXETER, DEVON, EX171AX
Sex :	Female
Date of Birth :	01/09/1972
GP Local Code :	SKY
GP National Code :	G2323235
GP Name :	STEVE REYNOLDSEY
GP Address :	ADD1, ADD2, ADDRESS 3 LINE "TIS HERE O'SS, A4, EX4 2AA

View Screening History

Print	CSV	XML	CYTOLOGY SCREENING HISTORY REPORT				Help	Close
PATIENT DETAILS								
Name: AMANDA BIEDERBECK		NHS Number: 033 415 8729		POS/DOUBT: Y		Q Code:		
Address:				Date of birth: 01/09/1972		Age: 34		
GP: ,						GP Local Code:		
#	Test Date	Reporting Lab	Slide #	Result	Infection	Action Code	Repeat Months	GP Local Code
8	13.08.2000	UNIVERSITY COLLEGE, LONDON		3	4	R	10	
2	11.06.2000	UNIVERSITY COLLEGE, LONDON		3	4	R	10	
1	13.04.2000	UNIVERSITY COLLEGE, LONDON		6	6	S	10	

Produce HMR101 request/report form

https://www.openexeter.nhs.uk/ - HMR101/5 - Windows Internet Explorer provided by LaSCA

File Edit View Favorites Tools Help

Print HMR101

A5 HMR101 PDF (2009) [Default]

Help Close

Deprecated HMR101 PDFs

Reset Form

HA: Whiskerton (WHIS) HMR101/5 PRINTED ON 25 February 2011

WOMAN'S HOSP. REG. No.	LABORATORY	NAT. LAB CODE	SLIDE SERIAL NUMBER

WOMAN'S NAME AND ADDRESS

NHS Number: 111 111 1111

FELICITY JANE FRANKLIN

HOUSE IN THE LANE BY THE BUSH

11 HOME LANE

DULVERTON

SOMERSET

Title: MS.

Date of Birth: 02/02/1950

EX17 2DD

Phone Number:

NAME AND ADDRESS OF SENDER IF NOT GP

Post Code:

Sample Taker:

Taker Code:

Implement Used:

SOURCE OF SAMPLE

GP 1[] NHS Colposcopy 7[]

NHS Comm Clinic 2[] Private 5[]

GUM Clinic 3[] Other 6[]

NHS Hospital 4[]

LOCAL CODES

1[] 4[]

2[] 5[]

3[] 6[]

REASON

Routine Call 1[X]

Routine Recall 2[]

Previous Abnormal Test 4[]

Previous Inadequate Test 5[]

Opportunistic 6[]

Follow-up after treatment 7[]

Other 3[]

SPECIMEN TYPE

CERVICAL SCRAPE []

OTHER []

Done Trusted sites 100%

HMR101 form



WRITE CLEARLY
WITH BALLPOINT
PEN

ENTER DETAILS IN
BOXES OR RING
APPROPRIATE
NUMBERS

Fold for B

01 Woman's hospital
registration number

02 Laboratory

11 Code number
of laboratory

12 Slide
serial number

03 Woman's
surname

FRANKLIN

Previous
surname

SPINKS

First names

FELICITY

Full postal
address

HOUSE IN THE LANE BY THE BUSH, 11 HOME LANE
DULVERTON, SOMERSET

Phone no.

post code

EX17 2DD

04 Date
of birth

02/02/1950

05 NHS
number

111 111 1111

06 If hospital state consultant, clinic or ward, and hospital

A

Name
and
address
of
sender
if not
GP

post code

07

B

Name
and
address
of
GP

ANDREW AMBER
MOORSIDE MEDICAL PRACTICE
MOORSIDE MEDICAL CENTRE
681 RIPPONDEN ROAD
MOORSIDE, OLDHAM

Fold for A

Post code OL1 4JU

08 Health Authority QT1

Practice code

TWR

GP's local code 000001

GP's national code

G0000017

09 Source
of
smear

GP 1

NHS hospital 4

10

1 4

NHS

NHS colposcopy 7

LOCAL

2 5

community clinic 2

Private 5

CODES

3 6

GUM clinic 3

Other 6

CLINICAL REPORT

Date of:

13 This test

14 LMP (1st day)

15 Last test

16 If no previous test
please put X

X

17 Reason for smear

routine call 1

routine recall 2

previous abnormal smear 4

previous inadequate smear 5

opportunistic 6

follow-up after treatment 7

other 3

19 Condition (if applicable)

pregnant 1

I.U.C.D fitted 3

post-natal (under 12 weeks) 2

taking hormones (specify in 20) 4

20 Clinical data

Test date

Result

Action

Specimen type

cervical scrape 1

other (specify) 2

cervix visualised Y/N

360 degree Sweep Y/N

Signature

Sample taker code.....

21 CYTOLOGY REPORT

FORM HMR 101/5
(2009) Single copy



801850508981111111113

Signature..... date

Printed on 25 February 2011

Confirmation of Ceased Recall


- ▶ Access Practice Electronic Cards
- ▶ Filter to show patients ceased from recall
- ▶ “types of notification provided
 - – Confirmation recall has been ceased at your request
 - – Notification that a newly registered patient has already been ceased from recall

Newly Registered women on early follow up


- ▶ Women whose last test result recommended early recall
 - Split into 2 categories
 - – those where next test due in future – **for information only**
 - – those where next test is overdue – **action required**
- ▶ Access 'Practice Electronic Cards'
- ▶ Filter to show ' Abnormal Follow Up'

▶ *****


Open Exeter– Registration

- ▶ All med centres need to register to use Open Exeter
 - ▶ Need to identify a Primary Contact at each med centre who will be responsible for confirming who needs access.
 - ▶ Users are allocated individual User IDs and passwords (these must not be shared)
 - ▶ Once registered can also be accessed using Smart Card.
- 

Open Exeter– How to register

- ▶ Each med centre will need to complete registration form
 - ▶ A data user certificate will also need to be completed for every person who will need access.
 - ▶ Forms have been simplified so very quick to complete
 - ▶ Forms will be made available via Regional Leads
- 

Open Exeter for Labs

- ▶ Labs will be allowed access to screening records of those women registered at med centres they report samples for.
 - ▶ Benefit – lab will check woman's previous test results
 - ▶ Being arranged via Area Teams
- 

Preston PCS

- ▶ All med centres will be provided with a user guide.
- ▶ Contacts–
 - Elaine Jones , Tel 01772 221340
 - Pauline Fisher, Tel 01772 221345
 - Heather Strachan, Tel 01772 221344
 - Email – lasca.dms@nhs.net