

Guide for Sample Takers and GP Admin Staff on how to check Screening Eligibility and Next Test Due Dates on Open Exeter

- Open Exeter gives access to patient data held on the National Health Application and Infrastructure Services (NHAIS) systems, which holds information relating to cervical screening.
- The programme recommends the Open Exeter web-based application for all administration. Open Exeter references data from the national call and recall system and holds the master screening history records. ***The sample taker is responsible for making sure a person is eligible for cervical screening and due a test.*** Use of Open Exeter to check screening eligibility and next test due date (NTDD) minimises the likelihood of samples being rejected by the laboratory when they are taken too soon (*i.e. for 1st screening tests taken more than 6 months before their 25th birthday or for routine and early recall samples taken more than 3 months before the individuals NTDD*).
- It is not always possible for the laboratory to know when routine annual screening is appropriate. **Sample takers should make this clear on the request form using the code RVI (retroviral infection) or a locally agreed code.**
- The laboratory should reject samples from other unscheduled cervical screening tests if they have not been taken according to the recommended screening interval.

Identification of women eligible for screening

- To be eligible for screening under the English programme, people must have their primary residence in England.
- Eligible people are invited by the call and recall service to participate in the programme using demographic data supplied by GP practices as part of the patient registration process. Since December 2012, the first invitation for cervical screening is sent when a woman reaches 24½ years, these individuals can attend for a screen from 24½ years old onwards.
- Routine recall is every 3 years until they turn 50 when the recall interval changes to every 5 years.
- Automatic recall stops when the next test due date (NTDD) is on or after 65th birthday and when screening history is normal. (*automatically Ceased Due To Age*)
- **For routine screening a sample can be taken up to 3 months before the next test is due, earlier than that it will be rejected.**
- When looking on Open Exeter you may see a cytology result code of X this **does not** mean the test was not processed. It means there was no slide made up because the HPV test was negative or HPV was unavailable in line with current HPV-PS guidelines.

Help and Support using Open Exeter Access

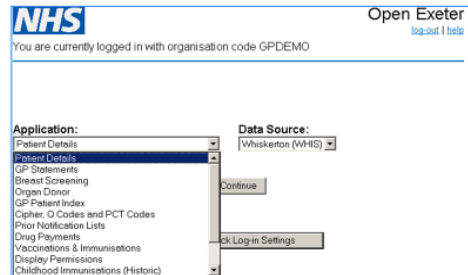
- [Screening Access - Primary Care Support England](https://pcse.england.nhs.uk/services/open-exeter/screening-access/)
<https://pcse.england.nhs.uk/services/open-exeter/screening-access/>
- [Contact us - Primary Care Support England](https://pcse.england.nhs.uk/contact-us/)
<https://pcse.england.nhs.uk/contact-us/>
- Alternatively email pcse.openexeter@nhs.net

1. Log in to Open Exeter
<https://nww.openexeter.nhs.uk/nhsia/index.jsp>



3 |

2. To view screening histories held on Open Exeter access the Patient Details screen by clicking on the Application drop-down menu and selecting Patient Details from the list.



4 |

3. Enter the patients NHS Number in the top box, if you don't have it you will need to enter Surname, Forename and DOB in the boxes provided (be careful using this option as you may get multiple returns if there are several patients with the same details, you need to ensure you select the correct record)

5 |

4. It is recommended that you select the Cytology Reports option in the box top left of the screen, this will show any notes and current status available, for a summary of historic tests use the Cytology History option

6 |

5. Check the last test date and result to determine if the patient is due for screening, also check the Recall Date (NTDD), and any notes added to the record by the Cervical Screening Admin Service (CSAS) which would indicate if recall had been amended and the reason why. The STATUS of recall can also be viewed here i.e. GP Informed (has appeared on a PNL), Patient Informed (invitation letter sent), Non-Responder, Ceased.

7 |

6. Viewing Screening History Summary Report, from the drop down selection menu in patient details select Cytology History, this will present you with a view similar to that shown below, listing all screening tests recorded for the patient on the Call/Recall system. Click on the Result, Infection or Action Codes column header to view a list and definitions of the codes used.

#	Test Date	Reporting Lab	Side #	Result	Infection	Action Code	Repeat Months	Sender Code	National Code	Screening Laboratory
1	10 08 2022	ROYAL SURREY GUILDFORD	22252576	X	0	R	36	F665	61270	ROYAL SURREY GUILDFORD
2	07 08 2020	ROYAL SURREY GUILDFORD	20237264	3	0	S	12	F665	61270	ROYAL SURREY GUILDFORD
3	14 09 2017	ROYAL SURREY GUILDFORD	17068812	N	0	R	36	ZZC0NB	61270	ROYAL SURREY GUILDFORD
4	14 02 2017	ROYAL SURREY GUILDFORD	17072721	4	0	R	12	H101	61270	ROYAL SURREY GUILDFORD

8 |