



Topic: PAP PT FAQ
Date: August 2016

Who must take PAP proficiency test?

All individuals (physicians and cytotechnologists) who examine or interpret gynecologic cytology specimens (Pap tests) must enroll and participate in one testing event annually. If you only screen non-gynecologic cytology specimens, you do not need to enroll. *Participants are exempt from taking the PAP PT during the calendar year in which they pass their boards.

My lab screens slides for all modules, do I have to test for all as well?

No, you have to pick only one of the available programs. If there is not a module that covers your specific slideset combination, please choose one that covers the majority of slides that your site interprets. PAPJPT may only be ordered by sites performing all 3 slideset types: Thin Prep, Sure Path, Conventional.

Slide Type	Program Code	Individual Participant Response Form Code
Conventional	PAPCPT	APAPCPT
SurePath™	PAPKPT	APAPKPT
ThinPrep®	PAPMPT	APAPMPT
Combination: SurePath™ and ThinPrep®	PAPLPT	APAPLPT
Combination: Conventional, SurePath™ and ThinPrep®	PAPJPT	APAPJPT

How do I sign up for PAP PT if I'm not affiliated with a laboratory?

Call a Customer Contact Center Representative at 800-323-4040 or 847-832-7000. You will need to order a Locum Tenens examination. The Locum Tenens order can be used for pathologists or cytotechnologists who lack affiliation with a facility.

What happens if I work at more than one laboratory? Must I take the test at each laboratory where I am employed?

No. If you work at more than one laboratory, you will be required to select one laboratory as the primary site where you will be tested. All laboratory directors, however, must ensure that you participate in the required annual testing in order to meet their regulatory duties and these directors will also receive copies of your test results.

Will Locum Tenens and Temporary Employees in laboratories also need to be tested?

Yes. Any individual, including a Locum Tenens or temporary employee, who examines gynecologic cytology specimens must participate in annual testing and score at least 90%.



What is the difference between an Extra test and a Retest?

An **Extra test** should be ordered if a participant missed the initial testing event with a valid reason (Excused absence). The extra test is also the correct order for staff (pathologist or cytotechnologist) that joined the facility after its annual Pap proficiency test was completed, and have not taken a PAP PT test at another site for the current year.

A **Retest** is only ordered if a participant received less than 90% on their annual PAP PT Exam and must take another test. Participants who transfer facilities and have taken a test previously during the year but have not passed must register for a retest.

Do I need to order the same slideset type for re-testing if I fail my initial test(s)?

Individuals who fail a test must remain with their originally selected PT program for that calendar year to complete any necessary re-testing.

Who should be a Proctor?

It is best to have a proctor who is familiar with laboratory procedures. The CAP strongly recommends that each site setup at least 2 proctors. Examples of personnel that the Laboratory Director can designate as a proctor are the laboratory administrative assistant, a medical technologist, a histotechnologist, a quality supervisor or manager.

Where can I find more information about PAP PT?

More detailed information can be found in the [Cytopathology Topic Center](#) at cap.org.

For additional questions, please [email](#) or call the Customer Contact Center at 800-323-4040 or 847-832-7000.