

# **NATIONAL LABORATORY SERVICES JOB DESCRIPTION**

**POST : CYTOTECHNICIAN**

**GRADE : TSS/HS (4OR 5)**

**MINISTRY OF HEALTH**

**NATIONAL PUBLIC HEALTH LABORATORY**

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## **SCOPE OF POSITION**

Under the technical directive of the Section Head of Gynaecological Cytology, performs routine Cytological Screening at the first level.

## **DESCRIPTION OF DUTIES AND RESPONSIBILITIES**

1. Performs routine Gynaecological Screening at first level; reports all negative Gynaecology (other than those with significant history).
2. Assists in the absence of Technical Assistant.
3. Performs all related functions that are required for the production of the final Gynaecology report as needed.
4. Assists in the non-Gynaecological and Gynaecological section of the preparatory area in the absence of the Technical Assistant assigned to that area.
5. Performs other related duties as required.

## **MINIMUM REQUIREMENTS**

- Certified as a Cytotechnician from a recognized institution plus one (1) year experience.
- Ability to communicate effectively in oral and written English.
- 4 Subjects in CXC or GCE including English Language, Biology and any other subjects.

## **DISTINGUISHING CHARACTERISTICS**

This post differs from that of the Cytotechnologist because of the type of qualification, level of training required. They are trained to screen Gynaecological specimen (Pap Smears) only.

This post or category of worker was instituted because of the attrition of staff from the Cytology Department, the unavailability of Medical Technologists to be trained as Cytotechnologist and the increase volume of pap smears (Gynaecological samples) to be screened annually.

**N.B. See Course outline**

**Signed by:**

**Director of National Laboratory Service** .....

**Employee** :

**Date** :

**A BRIEF OUTLINE OF THE TEACHING COURSE FOR CYTOLOGY  
TECHNICIAN BEING TRAINED TO SCREEN , NORMAL, ABNORMAL AND  
DYSPLASTIC GYNAECOLOGIC SMEARS.**

The training course is designed to train 2 - 4 cytotechnicians for screening Gynaecologic smears only over a one year period.

The course will cover the following topics in the form of lectures, visual aids and hands - on experience:

- Introductory lecture
- Terminology
- Female genital tract
- The basic cell cytology
- Review of cells and tissue epithelium
- Basic cytology and inflammation
- Non-malignant cytologic findings
- Endocrine physiology and hormonal cytology
- Neoplasia
- Cervical dysplasia, bordering lesions and carcinomaini-situ
- Carcinoma of the uterus, ovary and vagina
- Adenocarcinoma of the genital tract
- Smear patterns, screening and Reporting the “PAP” smear
- Slide preparation and the “PAP” stain

The students understanding and knowledge of objectives stated with each lecture will be measured by written tests, oral quizzes and practical tests with Kodrachromes and microscopic slides.

The students understanding and knowledge of the objectives will be measures by observation of the student practical work in the laboratory by a senior Cytotechnologist and the Cytopathologist.