Access to the Queensland Pap Smear Register by Non-Medical Cervical Screening Providers (NCSP)

Policy Statement
The Department of Health endorses the role of authorised registered nurses, enrolled nurses and Aboriginal and Torres Strait Islander health workers as non-medical cervical screening providers (NCSPs).

The Department of Health has the responsibility to ensure that access to confidential information held on the Queensland Pap Smear Register (PSR) is restricted to authorised persons with a legitimate reason for access.

The Department of Health shall maintain an authorisation process for new and continuing non-medical cervical screening providers (NCSPs) employed in the public, private and non-Government sectors who wish to access the PSR.

Intent of this policy
The intent of this policy is to ensure that:

- Access to confidential screening information held on the PSR is only available to NCSPs who have been authorised and are deemed eligible.
- There is a consistent and clear approach to the authorisation of NCSPs to access information on the PSR.

Scope
This policy applies to all employees, contractors and consultants within the Department of Health divisions and commercialised business units.

Principles
- Accountability – being answerable for decisions and having mechanisms in place to ensure appropriate program quality standards are met.
- Transparency / openness – outlining a clear and consistent approach to decision making processes.
- Integrity – acting impartially, ethically and in the interests of the Department. Not misusing information acquired through a position of trust.
Legislative or other Authority

- Public Health Act 2005

Supporting documents

- Implementation Standard - Access to the Queensland Pap Smear Register by Non-Medical Cervical Screening Providers (NCSP).
- Queensland Cervical Screening Program Manual for Authorised Pap Smear Providers.

Related policy or documents

- National Cervical Screening Policy
- National Standards for Pap Smear Providers
- National Health and Medical Research Council publication ‘Screening to Prevent Cervical Cancer: Guidelines for the Management of Asymptomatic Women with Screen Detected Abnormalities’

Review

This policy will be reviewed at least every three years.

Date of last review: 12/2/2014

Approval and Implementation

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Definitions of terms used in this policy and supporting documents

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition / Explanation / Details</th>
<th>Source</th>
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<tbody>
<tr>
<td>NCSP</td>
<td>Non-medical Cervical Screening Provider</td>
<td></td>
</tr>
<tr>
<td>PSR</td>
<td>Pap Smear Register</td>
<td></td>
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<tr>
<td>RN</td>
<td>Registered Nurse</td>
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<td>EN</td>
<td>Enrolled Nurse</td>
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<td>HW</td>
<td>Health Worker</td>
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<td>Authorisation</td>
<td>A process which recognises a Cervical Screening provider’s expertise in cervical screening. NCSPs</td>
<td>Queensland Cervical Screening Program Manual for Authorised Pap smear</td>
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<td>demonstrate their competence through completion of an accredited training program and assessment against</td>
<td>providers. QH-GDL-939:2013</td>
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<td>a set of cervical screening competency standards.</td>
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