

ASCCP COLPOSCOPY MENTORSHIP PROGRAM
Colposcopy Patient Log Submission Guidelines

- 1) The Mentee shall perform and document a minimum of 35 consecutive colposcopic examinations on women with cytology results of ASC/AGC or more severe to achieve a basic level of proficiency as determined by the Mentor. It is expected that the Mentee will be directly supervised by the Mentor and will:
 - a) perform colposcopic exams under the direct supervision of the Mentor, to include:
 - i) identification of the transformation zone;
 - ii) detection of the presence and extent of the most severe lesion(s) of the lower genital tract;
 - iii) selection of the biopsy site(s); and,
 - iv) collection of biopsy specimen(s).

and

 - b) continue in the Tier 2 portion of the program (under direct supervision) until the following minimums are reached:
 - i) identify and biopsy 5 high-grade cervical cases (e.g., CIN 2,3 on biopsy) – 1 case of VaIN 2,3 or high-grade VIN (but not VIN 1) may be submitted;
 - ii) 12 cervical biopsies; and,
 - iii) 4 endocervical curettages (ECC by curette, not brush) with adequate cellularity for diagnosis.
- 2) In accordance with HIPPA regulations, each patient should be given a sequential identifier (e.g. log #1, log #2, etc.). For confidentiality reasons, do not include the patient's name or Social Security Number but do include the sequential identifying number. If the patient's local facility ID number is used it should be blackened out before sending to the ASCCP.
- 3) The Mentee should discuss each case with the Mentor. The Mentor and Mentee are encouraged to review the ASCCP Consensus Guidelines, additional case study images, CD-ROMs, or other teaching materials to ensure a good learning experience during the mentorship.
- 4) After the completion of the mentorship, submit two copies (one of which must be the original copy) of the Mentor's Summary Evaluation form, the Colposcopy Evaluation forms, and the Patient Log form to the ASCCP National Office. Both the Mentee and the Mentor should each maintain one copy of all submitted records.
- 5) Do not send cytology results or pathology reports.

Please write very clearly. If handwriting is illegible, documents will be returned for clarification.