



SULTAN AHMAD SHAH MEDICAL CENTRE @IIUM

MEMO

To : All, Head of Department, SASMEC @ IIUM
From : Department of Radiology, SASMEC @ IIUM
cc : Hospital Director (Clinical), SASMEC @ IIUM
Date : 18th July 2023
Subject : **Updated Workflow of FNAC/Biosy Done in Department of Radiology**

Kindly refer to the above matter.

Dear Prof. / Assoc. Prof. / Dato' / Dr. / Br. & Sr.,

Referring to the memo dated 21/03/2023 by Department of Radiology in which we had requested that the histopathology/cytology request form is not kept by department and the patient need to bring it on appointment day.

Scenario:

Since the implementation of this standard operating procedure (SOP), few issues had occurred.

1. In most cases, patient didn't bring the form either being lost or left at home.
2. A very long waiting time is need to get a new HPE/cytology form from the primary team causing a long backlog to FNAC/biopsy workflow.

Action taken:

Due to this, the department had decided to change to a new workflow, in which the HPE/cytology form need to be sent to Department of Radiology (**please refer to the attachment**) together with the radiology request form and consent. As for this, the main changes will be within the department of radiology.

Should you have any enquiries, do not hesitate to contact us via ext. 2576.

Your kind of attention and cooperation are highly appreciated.

Thank you. Wassalam.

Yours sincerely,

(Assoc. Prof. Dr. Ahmad Razali Bin Md Ralib @ Md Raghib)
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