



ROYAL HOSPITAL FOR WOMEN

LOCAL OPERATING PROCEDURE

CLINICAL POLICIES, PROCEDURES & GUIDELINES

Approved by Quality & Patient Safety Committee
15/3/12

VAGINAL SWAB - HIGH

This LOP is developed to guide clinical practice at the Royal Hospital for Women. Individual patient circumstances may mean that practice diverges from this LOP.

AIM To ensure adequate pathological material is obtained without trauma to the genital tract.

EQUIPMENT sterile gloves
speculum
Plastic-backed sheet (blue incontinent sheet)
K-Y jelly to lubricate speculum
good light source (torch or lamp)
Microbiology request form
sterile swab stick
bottle containing transport medium

STAFF Any medical, nursing or midwifery staff suitably trained to do so.

PROCEDURE

- 1 Explain procedure to client.
- 2 Ask client to pass urine.
- 3 Place client in dorsal position and drape appropriately.
- 4 Ensure privacy.
- 5 Wash hands and don sterile gloves.
- 6 Lubricate speculum with K-Y jelly.
- 7 Pass speculum and locate cervix using light source.
- 8 Collect specimen from posterior fornix of vagina (or assist doctor to do so) using sterile swab stick.
- 9 Open bottle containing transport medium and place tip of swab in solution breaking off tip and recapping bottle.
- 10 Label specimen with client's name and medical record number and add the time, date and ward.
- 11 Fill out appropriate microbiology request form.
- 12 Place bottle and request form in biohazard plastic specimen bag and send to microbiology.
- 13 Rinse out speculum and send to CSD for re-sterilising; or discard single-use speculum in general waste, or contaminated waste bin if grossly contaminated.
- 14 Dispose of other equipment appropriately.

REVISION & APPROVAL HISTORY

Reviewed Obstetrics LOP Committee December 2011 – no change
Approved Quality Council 15/12/03