

National Cervical Screening Programme

Cervical Screening History Summary

Indici User Guide for Clinicians

September 2025

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The Screening History Summary is a document containing patient details, next expected screening event and full screening history. Accessing this in patient notes is much easier, faster and secure than over email. It enables users to view summaries directly from the National Cervical Screening Register in real-time.

National Cervical Screening Programme

Screening History Report

As at 04-11-2024 10:23



National
Cervical
Screening
Programme

Participant Details

Full Name	Hamish HPV do Not Use – PMS	Gender	Male
Date of Birth	06-05-1995	Sex assigned at birth	Female
Ethnicity	Māori, Samoan	Address	133 Molesworth Street, Thorndon, Wellington, 6011
NHI Number	ZMH3129		

Participant Summary

Pathway Status	1st Repeat HPV Recall	Immune Deficient	No information available
Next Expected Event	HPV Test Result	Total Hysterectomy	No information available
Next Event Due Date	12-08-2025	Cervical/Vaginal Cancer	No information available
Send programme correspondence	Yes		


Screening History

Specimen taken	12-08-2024
Event	Cytology Test
Specimen Type	LBC - Liquid based cytology
Specimen Id	ZMH312991024319
Site Code	R - Cervical
Specimen Taker	Coral Fonseca
Requested By Facility	Dr John E Upsdell's Surgery
Received by Facility	Amanda's Family Planning Clinic
Adequacy	S1 - The specimen is satisfactory for evaluation.
Interpretation	ASL - There are atypical squamous cells of undetermined significance (ASC-US) present, LS - There are abnormal squamous cells consistent with a low grade squamous intraepithelial lesion (LSIL; CIN1/HPV).
General Category	G2 - CYTOLOGY: EPITHELIAL CELL ABNORMALITY
Recommendation	H5 - Please repeat the HPV test in 12 months. A clinician-taken Liquid Based Cytology (LBC) sample is recommended as cytology may also be indicated.
Grade	LG - Low Grade

Specimen taken	12-07-2024
Event	HPV Test
Specimen Taker	Coral Fonseca
Requested By Facility	Dr John E Upsdell's Surgery
Received By Facility	Amanda's Family Planning Clinic
Specimen Id	ZMH312981024430
Test Type	ABAL - Abbott Alinity
Subtype Detected	HPV: NOT DETECTED
Recommendation	H7 - Please recall now for a clinician-taken liquid-based cytology (LBC) sample as cytology is indicated.

The information in this report is held in the NCSP Register. If you believe it to be incorrect, please call 0800 729 729

Hamish HPV do Not Use – PMS ZMH3129
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Accessing a Patient's Cervical Screening Summary

Information Access and Use Agreement

In accordance with the Health (National Cervical Screening Programme) Amendment Act 2021, to access this data you must be a Registered Healthcare Provider with an HPI-CPN. An Information Access and Use Agreement must be signed by all practitioners before accessing the Cervical Screening Summary. For more information on the legislation please refer to:

<https://www.legislation.govt.nz/act/public/1956/0065/latest/whole.html#DLM307750>

What if I don't accept the Information Access and Use Agreement?

You will not be able to access the Cervical Screening History Summary in your PMS.

How often will we have to accept the Information Access and Use Agreement?

Once the organisation has accepted the Information Access and Use Agreement, each healthcare provider will only be required to accept the End User Information Access and Use Agreement the first time they click on the Cervical Screening button or link in their PMS.

If the healthcare provider works at multiple practices, they will need to accept the Information Access and Use Agreement at each practice they work at.

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Where to access the Screening History

Summary

There are five places throughout Indici where you can access a patient’s Cervical Screening Summary. Please note that a valid NHI must be recorded on the patient profile. The integration API uses NHI to locate patients in the NCSP Register.

Consult Toolbar

An NCSP icon (Time to Screen) will appear in the Consult Toolbar if the integration has been enabled. Click it to view and select available documents within the Register:



For any available documents, you can either download or view them by clicking the respective icons in the Actions column:

National Cervical Screening Summary

Attachments

History

Document Name	Created Date	Actions
National Cervical Screening Programme - screening summary as at 18-02-2025 19:26	18/02/2025 11:26:35	<div></div>

Clicking the Download button will open a pop-up window. By default, the Screening Summary will not be saved to the patient portal. If you would like the history to be saved to the patient portal, please uncheck the tick box shown.

The screenshot shows a pop-up window titled "National Cervical Screening Summary" with a close button (X) in the top right corner. Inside the window, there is a section labeled "Do not show on Portal" with a checked checkbox. Below this is a "Comment" label followed by a large empty text box. At the bottom right of the window is a blue "Download" button.

Previously downloaded screening summaries can be accessed by clicking the **History** tab:

National Cervical Screening Summary				
Attachments		History		
Document Name	Created Date	Provider Name	Action	Action At
National Cervical Screening Programme - screening summary as at 18-02-2025 19:26	18/02/2025 03:26:35	[REDACTED]	Viewed	18/02/2025 11:26:35
National Cervical Screening Programme - screening summary as at 18-02-2025 19:23	18/02/2025 11:23:25	[REDACTED]	Viewed	18/02/2025 11:23:24

Inbox

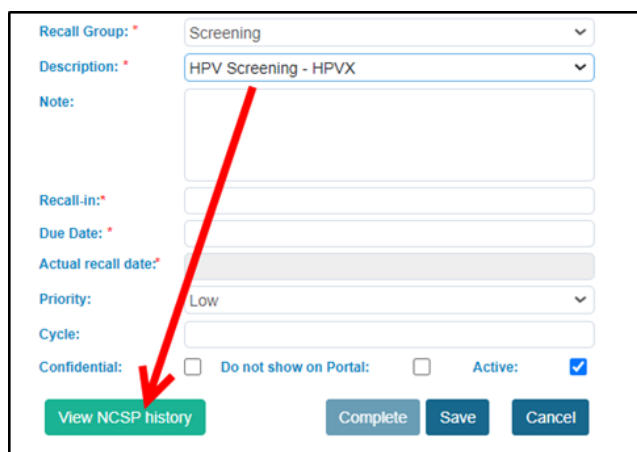
If the Inbox item subject is **HPV**, **Cytology** or **Cervical**, then the **View NCSP History** button will be available as per the screenshot below:

The screenshot shows a patient record for Ali HASSAN. The "Subject" field is highlighted with a red box and contains the text "cytology". Below the "Subject" field, there is a "View NCSP history" button, also highlighted with a red box. The interface includes various tabs like "Inbox", "Attachments", "Tasks", "Measurements", "Results", "Diagnosis", "Timeline", and "Patient Inbox". The "Results" tab is currently selected. The patient's details, including Name, NHI, DOB, Age, and GP, are visible on the right side of the screen.

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Recall

If HPV Screening is selected in the Description, then the **View NCSP** button will be displayed at the bottom of the Recall window:



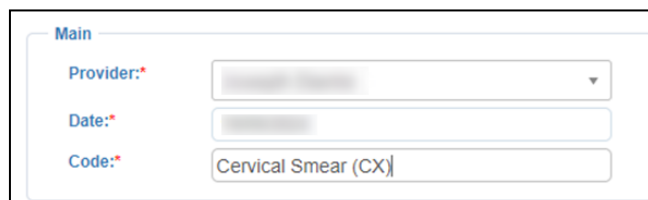
The screenshot shows the Recall window with the following fields:

- Recall Group: Screening
- Description: HPV Screening - HPVX
- Note: (empty text area)
- Recall-in: (empty text field)
- Due Date: (empty text field)
- Actual recall date: (empty text field)
- Priority: Low
- Cycle: (empty text field)
- Confidential: ☐ Do not show on Portal: ☐ Active: ☒

At the bottom, there are four buttons: **View NCSP history** (highlighted with a red arrow), Complete, Save, and Cancel.

Measurement

If a cervical smear measurement is selected, then the **View NCSP History** button will be displayed at the bottom of the measurement window:



The screenshot shows the Measurement window with the following fields:

- Provider: (dropdown menu)
- Date: (text field)
- Code: Cervical Smear (CX)



The screenshot shows the bottom of the Measurement window with the following buttons: **View NCSP history** (highlighted with a red circle), Park, Save, Save and Add New, and Close.

Do I need to save the Cervical Screening History Summary?

No. We recommend using the Time to Screen button or Link in your PMS to view the screening summary without downloading as this shows real-time information each time the button or Link is selected.

Please note, if you choose to download the Screening Summary then this may be visible in the patient portal.

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Interpreting the Screening History Summary

What is a Pathway Status?

Every participant in the Cervical Screening Register has a Pathway Status. The Register uses this information to determine what the next step should be after a result is received. The pathway status provides context for the Next Expected Event on the Register.

Pathway Status	Meaning
Unregistered	A cervical test result has been received for a person who is not part of the population identified as eligible for screening.
Registered	This person is in the identified population for the NCSP, but has not yet had communication from NCSP
Notified	This person has been sent a letter that they are part of the eligible population to participate in the NCSP
Cytology Recall	Cytology is required as the next step for this participant based on their result as cytology was not included in their primary screening test.
1st Repeat Cytology Recall	Cytology is required as the next step for this participant based on their result as cytology was not included in their 1st repeat recall.
Annual Co-Test Recall	This participant requires annual co-test screening with HPV and cytology because of the history of a previous HPV-negative high-grade cervical or vaginal lesion, or a history of AIS where the HPV status prior to treatment was negative or unknown.
1st Repeat HPV Recall	This participant is currently in a 12-month recall period and will be recalled for 1 st repeat HPV at the end of 12 months
2nd Repeat HPV Recall	This participant is currently in a 12-month recall period and will be recalled for second repeat HPV at the end of 12 months
Under Specialist Care	This participant has had a referral accepted at a specialist colposcopy clinic and has not been discharged
Colposcopy Referral	This participant is being referred to Colposcopy and the referral has not yet been accepted at the colposcopy clinic
1st Test of Cure	This participant requires their first negative co-test of a Test of Cure in order to move to 2nd Test of Cure status

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Pathway Status	Meaning
1st Test of Cure (Repeated)	This participant had a first Test of Cure co-test with HPV Not Detected and Low-Grade cytology and needs to repeat their first Test of Cure
2nd Test of Cure	This participant has had a negative co-test and requires their second negative co-test to complete the Test of Cure
1st Post-Colposcopy Recall	This participant requires an HPV test following their normal colposcopy
1st Post-Colposcopy Cytology Recall	Cytology is required as the next step for this participant based on their result as Cytology was not included in their 1st post-colposcopy recall
2nd Post-Colposcopy Recall	This participant requires a further HPV test following their normal colposcopy and 1st post-colposcopy recall test/s.
Withdrawn (Pending)	This participant has indicated they wish to withdraw from the NCSP, and they are currently within the grace period prior to withdrawal
Withdrawn	This Person has been withdrawn from the NCSP, and all data has been deleted.
5 Year Recall	This participant is currently in a 5-year recall period and will be recalled for regular interval screening at the end of the 5 years
3 Year Recall	This participant is currently in a 3-year recall period and will be recalled for regular interval screening at the end of the 3 years
Unenrolled	This person has been unenrolled from the NCSP and an unenrollment reason will be provided
Under Gynae-Oncology	This participant has been referred on to Gynae-Oncology

Unenrollment

If someone is unenrolled from NCSP they will not receive notifications or reminders (letters) and will not appear on overdue lists from your PHO. Test results received after a person has been unenrolled are recorded on the Register as required by legislation, unless the person has withdrawn. If you believe someone has been unenrolled incorrectly, please contact your NCSP Regional Register Team.

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People aged 75 and over:

Most people over 75 years do not need cervical screening. Work is underway to automatically unenrol people based on age and screening history.

The only people aged over 75 who should have cervical screening are those in a follow up pathway, whose last test was within the last 5 years. Those with symptoms should be managed according to your local health pathway.

If you require clarification, please call your NCSP Regional Register Team.

A person can have an unenrolled status for the following reasons:

Reason	Explanation
Deceased	Person is deceased
Ineligible	The NCSP has been advised that a person was born without a cervix. This is NOT related to eligibility for funded healthcare in NZ
Total Hysterectomy	Person has had a Total Hysterectomy and completed any recommended follow up
Over 70	Person has either met the exit criteria of the programme after age 65 years, or has exited at 75 years.
Cancer	Participant has had cervical or vaginal cancer which was FIGO Stage 1A2 or greater. Any further testing is outside the NCSP and should be as instructed by an oncologist or gynaecologist.
Specialist recommends No Further Screening	Has been seen by a specialist and they recommend no further screening.
No More Screening Acknowledgement	The participant or their healthcare provider has notified the programme that the participant declines further screening.
No tracking as per NCSP-R	Person was unenrolled from the previous cytology screening programme cervical screening register. This could have been for any of the reasons on this list.
Unwell	The participant or their healthcare provider has notified the programme that the person is too unwell to participate in the screening programme.
Overseas	The participant or healthcare provider has notified the programme that the person has moved overseas.

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What is a Next Expected Event?

A Next Expected Event (NEE) is the next test or action that is recommended for a participant, e.g. an HPV test or a Test of Cure co-test. Definitions below:

Eligibility Notification	The participant will be notified of their eligibility for screening; your practice should also invite the participant
HPV Screening Test	An HPV screen as part of standard 5-year or 3-year recall interval (can be offered via vaginal swab or cervical sample)
HPV Test Result	An HPV test outside of standard 5-year or 3-year recall interval e.g. 12-month repeat HPV after HPV Other is detected
Repeat HPV	The last HPV test was Invalid or Unsuitable for analysis and needs to be repeated
Cytology Test Result	A cytology test
Repeat Cytology	The last cytology was unsatisfactory, and the Liquid Based Cytology (LBC) needs to be repeated
Annual Co-Test	A co-test (HPV and cytology from an LBC sample)
Referral to Colposcopy	Refer to colposcopy, the NCSP Register has not received confirmation, yet that referral has been accepted
Colposcopy Visit	The colposcopy referral has been accepted, visit pending
Test of Cure Co-Test	A co-test (HPV and cytology from an LBC sample) as part of a Test of Cure
◀BLANK▶	No next expected event - e.g. if they have been unenrolled, withdrawn or under gynae-oncology

What is a Next Event Due Date?

The Next Event Due Date (NEDD) is the date when the next cervical screening event or test is due to happen.

Example:

Situation	Next Expected Event and Next Event Due Date
Participant: 1. Is in routine screening 2. Is not immune deficient	Next expected event HPV Screening Test Next event due date

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3. Last test was HPV Not detected	5 years after date of last test result.
Participant: 4. Has HPV Other detected, for the first time 5. Cytology is normal	Next expected event HPV Test Result Next event due date 12 months after the cytology result.

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Frequently Asked Questions

What does Withdrawn mean?

This is done after a request from a participant to withdraw from the NCSP and means that all results are permanently removed from the NCSP Register, the person will not receive any communications from the NCSP. A withdrawn participant can continue to screen with their healthcare provider however their results will not be recorded on the NCSP Register. You will not be able to download any screening summary for someone who has withdrawn.

Are all tests visible on the Screening History?

Results from sources other than labs that are manually entered in the Register are not currently visible in the Screening History ie overseas results, some total hysterectomy results. If you require clarification, please contact your NCSP NCSP Regional Register Team.

How do I update gender, sex assigned at birth and ethnicity?

Updates within the PMS do not automatically update NHI and the National Cervical Screening Programme Register.

To update information in the NCSP Register:

Ethnicity – Update in your PMS and then do an NHI sync

Gender – Before mid-October 2025 you will need to call 0800 855 151 to update gender. After mid-October 2025 – Update gender in your PMS and then do a manual NHI sync.

Sex – If sex is different from gender, please inform the Register by calling 0800 729 729 or your NCSP Regional Register Team.

Please refer: <https://www.tewhatauora.govt.nz/health-services-and-programmes/ncsp-hpv-screening/contacts-and-locations>

I want to advise of a total hysterectomy that's not recorded on the Register how do I do this?

Please complete this form: <https://www.tewhatauora.govt.nz/health-services-and-programmes/ncsp-hpv-screening/clinical-forms#hysterectomy-form>

If someone is recorded as having a total hysterectomy and you think this is incorrect, please contact 0800 729 729 or your NCSP Regional Register Team.

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Why is the participant on a 5-year recall when they haven't had an HPV test yet?

Someone who was in 3 yearly screening in the cytology programme will now have a Pathway Status of 5-year recall. Their Next Event Due Date will be 3 years after their last normal cytology. In the HPV screening programme, the Pathway Status of 3-year recall is only for people with immune deficiency.

Why does the participant not have a NEE or NEDD?

People who have become newly eligible but have not yet been sent a letter will not have a Next Expected Event. Please check their contact details and offer a test if appropriate.

If someone has withdrawn from the NCSP, is Unenrolled or is under Gynae-Oncology they will not have a Next Expected Event or Next Event Due Date. If there has been an error in a discharge message from colposcopy clinic then this will also result in a blank NEE or NEDD while the discharge is pending investigation. Please follow any recommendations from the discharge letter.

Why does a participant who has had a total hysterectomy have a Pathway Status of 5-year recall or Test of Cure?

The NCSP Register does not have complete information about hysterectomy. Please check the Participant Summary box at the top of the screening summary to see if the NCSP is aware of the hysterectomy. If the person has "no information available" for the hysterectomy box please review the guidance in the following form, and fill out the required sections:

<https://www.tewhatauora.govt.nz/health-services-and-programmes/ncsp-hpv-screening/clinical-forms#hysterectomy-form>

If the person has "yes" for hysterectomy and has a Next Expected Event and due date this is because the person is recommended to either have an HPV test or a Test of Cure before they cease screening. You can find more information in Section 10, page 62 of the Clinical Practice Guidelines 2023, or follow the flowchart on page 67 of the Clinical Practice Guidelines 2023.

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Note: if a person has had a sub-total hysterectomy, their cervix remains, and they are recommended to continue to participate in cervical screening.

A referral has been sent, but the pathway status is saying “Colposcopy Referral” – why?

It takes time for the notification of the referral being accepted to come to the Register. If you have had confirmation from the clinic that the referral has been accepted or that the person has an appointment you do not need to do anything.

Why is the Next Event Due Date prior to the most recent test I can see in the screening summary?

This is likely because the Register has not accepted the recommendation given by the lab on the last test result. These require review and may need to be amended if incorrect.

Please call 0800 729 729 if you require advice in interpreting the screening summary or have concerns that it may be incorrect.

Why is the participant under gynae-oncology when they were discharged a long time ago?

All participants with a history of cervical or vaginal cancer are being reviewed by NCSP clinicians, this is ongoing work. Please follow any testing recommendations in the clinic letters from gynae oncology. There may be ongoing outpatient follow-up after discharge.

HPI-CPN number

This is required to accept the Information Access and Use Agreement; the Screening History Summary won't work if it hasn't been entered correctly.

Practice Managers and Nurses please refer to:

https://nursingcouncil.org.nz/Public/NCNZ/Public_Register.aspx

Doctors can login to: mymcnz.org.nz and find their HPI-CPN on their annual practicing certificate.

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Master/Dormant NHI

There is an occasional issue with master/dormant NHI numbers. If you enter a dormant NHI, you should receive a warning message, and the Screening History Summary should display active NHI information. Please update your system to ensure test results are requested on the Master NHI.

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Key contacts

What should I do if I believe any of the information on the Cervical Screening History Summary is incorrect?

Contact your NCSP Regional Register Team.

Please refer: <https://www.tewhatauora.govt.nz/health-services-and-programmes/ncsp-hpv-screening/contacts-and-locations>

Who can I contact for further information, queries or suggestions?

Your NCSP Regional Register Team on 0800 729 729 for any queries regarding the summary. For any technical support, please check with your practice's Indici admin or refer to the Quick Reference Guide for your PMS.

Useful Links

Regional HealthPathways Links

[https://healthify.nz/healthcare-providers/r/NCSP Regional Register Team-healthpathways-links-hcps/](https://healthify.nz/healthcare-providers/r/NCSP%20Regional%20Register%20Team-healthpathways-links-hcps/)

Nursing Council Register - HPI CPN

https://nursingcouncil.org.nz/Public/NCNZ/Public_Register.aspx

Clinical Practice Guidelines

<https://www.tewhatauora.govt.nz/publications/clinical-practice-guidelines-for-cervical-screening-in-aotearoa-new-zealand>

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