



Withdrawing from the National Cervical Screening Programme (NCSP) Questions & Answers

Withdrawing from the programme

This option is for women who choose to not take part (or no longer take part) in the National Cervical Screening Programme (NCSP). You may wish to continue with cervical screening, but not have your results recorded on the NCSP Register.

The option to withdraw should be discussed with your health provider when you first start screening, along with the benefits of being enrolled in the programme. However, you can choose to withdraw at any time.

If you'd just like to stop receiving reminder letters but remain enrolled in the programme, phone us on 0800 50 60 50, or email us at info@ncspregister.health.nz.

What is the impact of withdrawing from programme?

The programme plays a very important monitoring role for cervical screening in New Zealand and is a safety net to ensure you are followed up if you have an abnormal result.

If you withdraw from the programme:

- your screening history will be removed from the National Cervical Screening Programme Register and will not be available in future if requested by a laboratory or health service provider (screening histories help to make some clinical decisions)
- all electronic records except for background details that identify you will be deleted from the NCSP Register after 20 working days, and any paper records are destroyed unless you have requested these
- your screening history will be sent to you if you have requested this
- there is no further communication from the NCSP Register except to notify you that your request to withdraw from the programme has been received and is in progress, and when the process has been completed.

The impact of withdrawing is:

- your screening history is not available to clinicians if future symptoms require follow-up
- the NCSP Register will not be able to ensure you have follow-up if you have an abnormal result
- you and your health provider will be responsible for your cervical screening without the back-up of the NCSP Register.

What are the alternatives to withdrawing from the programme?

You may want to stop receiving reminder letters from the NCSP Register, for instance:

- if you no longer choose to have any more cervical screening tests (and you are under 70 years of age)
- you have had a complete hysterectomy, including removal of your cervix (Please note: the need for further cervical screening tests should be discussed with your health provider as some women still require screening following a hysterectomy)
- you are too unwell to have any further screening for medical reasons
- you are moving overseas.

Please contact us if any of the above circumstances apply, by emailing info@ncspregister.health.nz, or phoning freephone 0800 50 60 50.

How do I withdraw from the programme?

You can withdraw from the programme by completing a 'Request to withdraw from the NCSP' Form, or by emailing info@ncsregister.health.nz. You can request a form by phoning the NCSP Register on freephone 0800 50 60 50, or downloading it from the website www.timetoscreen.nz/cervical-screening under 'Enrolment in the National Cervical Screening Programme'.

If you withdraw, we strongly encourage you to continue having regular cervical screening tests.

Please also let your health provider know about your decision.

What happens to my information?

Once we have confirmed you want to withdraw, the programme is required to delete all of your electronic information from the NCSP Register, except your background details.

Any available paper records will also be destroyed unless you request that they be returned to you. There is a small chance that some of your paper records from before March 2005 may be retained by the programme. (Before March 2005, when the law was changed, filing of paper records used a different method and not all records may be able to be located).

From July 2010, paper records were discontinued as the NCSP Register started receiving results electronically from laboratories.

What are my background details and why does the programme keep them?

When you withdraw, the programme is required to keep some background details. These are your name, date of birth, National Health Index (NHI) number (refer below), address and ethnicity. This allows the programme to correctly identify you as a woman who does not want to be enrolled in the programme. This reduces the risk of your future results being accidentally added to the NCSP Register.

If you change your name in the future, you may be re-enrolled in the programme. If this happens and you still do not wish to be part of the programme, you would need to withdraw again.

Ethnicity details are retained to help make decisions on how the programme can be improved.

What is an NHI number?

The National Health Index number (NHI number) is a unique identification number assigned to each person using health and disability support services.

What if I change my mind?

You can re-enrol in the programme at any time by completing a 'Re-enrol in the Programme' form, or writing to the programme. Your screening history will begin with your next cervical screening result.

You can request a 'Re-enrol in the Programme' form by phoning the NCSP Register on freephone 0800 50 60 50, or by downloading it from the website at www.timetoscreen.nz/cervical-screening under 'Enrolment in the National Cervical Screening Programme'.



Request to withdraw from the National Cervical Screening Programme

Please read the enclosed information about withdrawing from the programme.

I DO NOT want to take part in the National Cervical Screening Programme

Please fill in the information below

Last Name: _____

First Name(s): _____

Other Names known by, including Maiden Name: _____

Address: _____

Phone Number: () _____

Date of Birth: / / _____

National Health Index (NHI) Number (if known): _____

Ethnicity

Which ethnic group do you belong to?

Mark all that apply to you

- New Zealand European
 Māori
 Samoan
 Cook Island Māori
 Tongan
 Niuean
 Chinese
 Indian
 Other (please state):
(e.g. Dutch, Japanese, Tokelauan)

Tick one of the following options:

I wish to have my paper records destroyed **OR** I wish to have my paper records returned to me

Please tick this box if you would like a copy of your current cervical screening history from the NCSP Register

Please tick this box if you agree to your last cervical screening provider being informed of your decision to withdraw from the NCSP Register

Signed: _____

Date: _____

Please post your completed form in an envelope marked 'Private and Confidential' to:

**NCSP Register Central Team
PO Box 5895
Wellington 6140**

Alternatively, you may like to fax your request to (04) 460 1100, or email us at info@ncspregister.health.nz.