


Name of Policy: Cancer Registry's Reference Date Policy Number: 3364- 105-420 Approving Officer: Chief Executive Officer- UTMC Responsible Agent: Senior Hospital Administrator Scope: University of Toledo Medical Center, Cancer Center Administration, Health Information Management		 Effective date: 3/17/2025 Original effective date: 8/2007	
Key words: Cancer, Registry, Date, Reference, Cancer Committee			
<input type="checkbox"/>	New policy proposal	<input type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input checked="" type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

The Cancer Registry uses the reference date to determine which eligible cases must be included in the Cancer Registry database. The reference date is January 1 of the specified year determined by the Cancer Committee and approved by the American College of Surgeons/Commission on Cancer (ACS/CoC).

(B) Purpose of policy

The reference date gives a point of origin for the Cancer Registry to begin tracking on that date and after of all eligible cases that must be included in the registry.

(C) Procedure

- (1) The reference date for University of Toledo Medical Center's (UTMC) Cancer Registry is January 1, 2004.
- (2) All eligible cases from thereafter are mandated to be recorded in the Cancer Registry database.

<p>Approved by:</p> <p>/s/</p> <hr/> <p>Russell Smith Senior Hospital Administrator</p> <p>3/11/2025</p> <hr/> <p>Date</p> <p>/s/</p> <hr/> <p>Janea Castiglione-Carter Cancer Registry Manager</p> <p>3/17/2025</p> <hr/> <p>Date</p> <p><i>Review/Revision Completed by: Manager, Cancer Registry</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none">• 10-412 <p>Initial effective date: 8/2007</p> <p>Review/Revision Date:</p> <p>11/07 4/08 3/09 4/10 4/11 10/12 03/13 03/14 03/17 03/20 03/23 3/17/2025</p> <p>Next review date: 3/17/2028</p>
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