


<b>Name of Policy:</b>	<b>Monitoring Patients for Prescribed Dose Distribution, and Treatment Of Appropriate Anatomic Site</b>	 <b>Effective Date: 4/22/2010</b> Initial Effective Date: 9/1980
<b>Policy Number:</b>	3364-134-30	
<b>Department:</b>	Radiation Oncology	
<b>Approving Officer:</b>	Vice President & Executive Director	
<b>Responsible Agent:</b>	Technical Manager, Radiation Oncology	
<b>Scope:</b>	Radiation Oncology	
<input type="checkbox"/> New policy proposal <input checked="" type="checkbox"/> Minor/technical revision of existing policy		
<input type="checkbox"/> Major revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy		

**(A) Policy Statement**


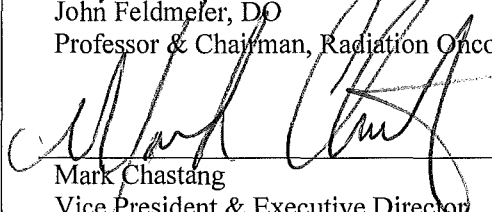
Radiation Oncology charts and films will be reviewed on a weekly basis at Chart Rounds.

**(B) Purpose of Policy**

To assure appropriate and accurate prescribed dose delivery to appropriate anatomic site.

**(C) Procedure**

1. Appropriate assigned professional and technical members of the Department attend weekly Chart Rounds (generally on Friday mornings, 7:30am – 9:00 a.m).
2. Each chart will be reviewed weekly by Physics prior to chart rounds to confirm accurate chart doses and accurate dose accumulation by checking the following:
  - Prescription as written by Radiation Oncologist
  - Therapists' initials
  - Treatment date
  - Field # MU's
  - Wedge additions
  - Treatment fraction
  - Elapsed days
  - Daily dose
  - Accumulated dose
  - If accumulated dose is close to prescription total dose, write name on physics board so that boost can be planned.
3. Each patient receiving radiation treatment will be assessed via review of their treatment record, simulation, and portal verification films.
4. Notes will be kept on each patient discussed. Any comments and changes will be noted.
5. Copies of the notes will be given to the therapists, physicists, nurses and physicians to make appropriate interventions.
6. The original copy of notes (see item 5 above) will be maintained in a notebook which will be located in the nurses station.
7. Any adjustments or changes ordered by the physician will be recorded in the Radiation Oncology patient charts.

<b>Approved by:</b>  <hr/> John Feldmeyer, DO Professor & Chairman, Radiation Oncology		<b>Review/Revision Date:</b> 10/1981      2/1995 1982            1996 1983            3/1997 1984            10/1997 1985            4/1999 1986            3/2002 1987            1/2007 1988            4/22/2010 1989 2/1990 11/1992 10/1993
 <hr/> Mark Chastang Vice President & Executive Director		5/12/10 <hr/> Date  5/17/2010 <hr/> Date
<i>Review/Revision Completed By:</i> Michelle Giovanoli		<b>Next Review Date:</b> 4/1/2013
<b>Policies Superseded by This Policy:</b> 38-30		