


Name of Policy:	<u>Patient Protection and Care</u>	 <p>THE UNIVERSITY OF TOLEDO 1872</p>				
Policy Number:	3364-134-39					
Department:	Radiation Oncology					
Approving Officer:	Sr. Vice President & Executive Director, UTMC					
Responsible Agent:	Technical Manager, Radiation Oncology					
Scope:	Radiation Oncology					
		Effective Date: 7/1/2011				
		Initial Effective Date: 10/1989				
<table border="0"> <tr> <td><input type="checkbox"/> New policy proposal</td> <td><input type="checkbox"/> Minor/technical revision of existing policy</td> </tr> <tr> <td><input type="checkbox"/> Major revision of existing policy</td> <td><input checked="" type="checkbox"/> Reaffirmation of existing policy</td> </tr> </table>			<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
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(A) Policy Statement

1. All patients of reproduction potential shall have gonads shielded, if this area is near the field of treatment if clinically indicated.
2. All patients will have a medication history maintained in an updated format in their radiation oncology record. This includes all prescription and over-the-counter drugs. Any known drug allergies will also be noted.
3. All treatments shall be carried out in a manner consistent with accepted safety procedures to maintain radiation exposure to patients and personnel to an absolute minimum.
4. All patients receiving external beam radiotherapy shall be under direct or indirect visual monitoring at all times.
5. Each treatment room shall be equipped with a means of communicating with the patient during therapy.
6. Each procedure will be explained fully and written consent will be obtained prior to initiation of treatment.

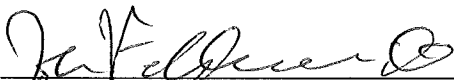
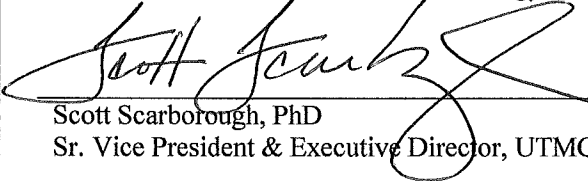
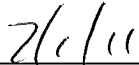
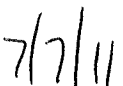
(B) Purpose of Policy

To maintain radiation exposure at an absolute minimum for the protection of patients and personnel, and to provide a safe treatment environment.

(C) Procedure

1. Individual, patient-specific shielding blocks will be made to conform with the appropriate delineated tumor area to protect sensitive or unaffected tissue.
2. At the time of initial consultation a medication history will be obtained by the R.N. and updated as appropriate. This information will be recorded on the nursing assessment form and placed in the patient's Radiotherapy Record.
3. Two therapists shall be assigned to each treatment machine. The patient's treatment record will be used in the treatment room to verify all parameters on every treatment delivery.
4. Direct view, via visual monitor, is maintained on all patients during treatment delivery.
5. Audio contact via intercom system is maintained with all patients during treatment delivery.
6. All patients shall be treated with consideration and confidentiality irrespective of gender, age, race, sexual orientation, ethnic or religious affiliation.

- 7. Each patient shall have their procedure explained fully and written consent will be obtained prior to initiation of treatment for patient/family understanding.
- 8. Appropriate educational materials regarding reaction to treatments, nutrition, etc., will be given to the patient/family members.

Approved by:  _____ John Feldmeier, DO Professor & Chairman, Radiation Oncology  _____ Scott Scarborough, PhD Sr. Vice President & Executive Director, UTMC <i>Review/Revision Completed By:</i> <i>Michelle Giovanoli</i>	 _____ Date  _____ Date	Review/Revision Date: 10/9/1990 11/1992 10/1993 2/1995 2/1996 3/1997 4/1999 3/2002 5/2008 7/1/2011 Next Review Date: 7/1/2014
Policies Superseded by This Policy: 38-37B		