


Name of Policy:	Port Films – Portal Images	 Effective Date: 10/11/2006 Initial Effective Date: 9/1/1990
Policy Number:	3364-134-45	
Department:	Radiation Oncology	
Approving Officer:	Vice President & Executive Director	
Responsible Agent:	Technical Manager, Radiation Oncology	
Scope:	Radiation Oncology	
<input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy		<input type="checkbox"/> Minor/technical revision of existing policy <input checked="" type="checkbox"/> Reaffirmation of existing policy

(A) Policy Statement

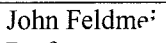
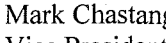
All patients must have approved port films/portal images before beginning a course of treatment. Patients receiving IMRT radiation therapy treatments will have a separate port film schedule based on the precise delivery of the treatment.

(B) Purpose of Policy

To ensure accuracy in the defined treatment area and to minimize error and to provide radiographic documentation for each patient.

(C) Procedure

- Place patient on the treatment couch and align them according to set up instructions.
- Three days of imaging at the start of the patient’s treatment. ONLY day 1 needs to be pre-ported.
- For IMRT prostate:
 - Day One/Verification Sim=Orthogonal(2) and CIAO (2) images to be taken.
 - Days Two and Three= Orthogonal (2) images to be taken.
- If BAT Ultrasound is unavailable, weekly Orthogonal (2) images are to be taken.
- For any other IMRT case, Day One/Verification Sim= CIAO(2) and orthogonal (2) , Two and Three=Orthogonal (2) images are to be taken.
- Once three days of images are approved, weekly Orthogonal (2) images are to be taken. If any shifts are made, the three days of imaging must be repeated.
- Physicians can determine on a per patient basis if other adjustments are needed, additional port films and if they need to be taken before treatment.

Approved by:  John Feldme: Professor Radiation Oncology  Mark Chastang Vice President & Executive Director Review/Revision Completed By: Michelle Giovanoli	Review/Revision Date: 11/1992 10/1993 2/1995 1996 3/1997 10/1997 4/1999 3/2002 10/11/2006
	Next Review Date: 10/1/2009
Policies Superseded by This Policy: 38-43a	

It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.