


Name of Policy: <u>Process of Care</u> Policy Number: 3364-134-96 Department: Radiation Oncology Approving Officer: Chief Executive Officer – UTMC Chairman – Radiation Oncology - UTMC Responsible Agent: Technical Manager, Radiation Oncology Scope: Radiation Oncology	 Effective Date: 6/1/2019 Initial Effective Date: 9/5/1980
<input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy	
<input checked="" type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy	

(A) Policy Statement

Radiation Oncologists are responsible for examination of patient and the generation of a dictated History and Physical examination on the patient’s initial visit. The pathology report will be reviewed by the Radiation Oncologist. The clinical staging of the patient’s disease is documented in the radiation oncologist’s History and Physical. All patients receiving radiation therapy will sign informed consent(s) pre-treatment.

A weekly progress evaluation will be done on every patient undergoing radiation treatment and a note documented and placed in the patient’s EMR. Pertinent information regarding the patient’s care will be sent to all physicians involved in that patient’s care. A completion summary will be available to referring physicians.

(B) Purpose of Policy

To ensure the quality and appropriateness of care for patients receiving radiation treatments.

(C) Procedure

1. The history and physical examination is documented by the Radiation Oncologist after examining the patient on the initial visit.
2. The pathology report is reviewed in every case. Slides will be reviewed on a case-by-case basis by an UTMC pathologist for selected patients from outside the UTMC system. When reviewed a written report will be generated.
3. Every patient will have his/her disease clinically staged at the initial visit and appropriate documentation completed
4. The patient will sign a consent form before receiving radiation treatments.
5. A weekly progress evaluation will be made by the radiation oncologist for every patient undergoing radiation treatment and documented in the EMR.

6. A completion summary will be available to the referring physicians.

<p>Approved by:</p> <p><u>/s/</u> <u>06/01/2019</u> Changhu Chen, MD Professor & Chairman, Radiation Oncology Date</p> <p><u>/s/</u> <u>08/09/2019</u> Daniel Barbee, MBA, BSN, RN, FACHE Chief Executive Officer Date</p> <p><i>Review/Revision Completed By: Michelle Giovanoli</i></p>	<p>Review/Revision Date:</p> <p>2/1990 9/1/2013 11/1992 8/1/2016 10/1993 6/1/2019 2/1995 1996 3/1996 10/1987 4/1999 3/2002 5/2007 4/22/2010</p> <hr/> <p>Next Review Date: 6/1/2022</p>
<p>Policies Superseded by This Policy: 38-44</p>	