

**Name of Policy:** HDR-DOSE CALCULATIONS

**Policy Number:** 3364-134-98

**Approving Officer:** Chief Executive Officer –UTMC  
Professor & Chairman, Radiation Oncology

**Responsible Agent:** Technical Manager, Radiation Oncology

**Scope:** Radiation Oncology



THE UNIVERSITY OF TOLEDO

**Effective Date:** 10/1/2017  
**Original Effective Date:** 9/1/2011

<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

Each HDR Plan will have a second physics check prior to initiating treatment. If the treatment plan is only changed for source decay, the second check will not be mandated. Time out will include identification and treatment information including a review of prescribed dose before each treatment.


(B) Purpose of policy

To ensure compliance with Physician dose prescription, treatment plan and dose calculations.

(C) Procedure

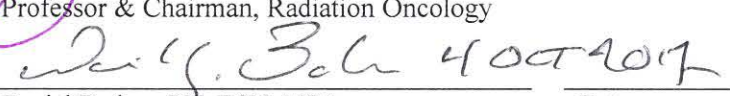
1. HDR plans will have a second hand calculation that will be double checked by a physics staff member other than the physicist that did the original plan.
2. If there is not two staff physicists in-house, a senior student (after adequate experience and only after certification by the chief physicist) may do the original plan and a qualified physicist will do the second check.
3. A student cannot perform the second check.
4. For every plan, the hand calculation should have a relevant point checked against the treatment plan. For example in an FSD calc, point A, for vaginal cylinders-surface or prescription point, for Partial Breast Irradiation-prescription point needs to be considered. Other points may be added for comparison.
5. Time out will include a review and confirmation of the prescribed dose before the treatment is initiated. The time out sheet will include documentation of this review jointly by the physician and the physicist who is in attendance at the machine during the treatment.

Approved by:

  
Changhu Chen, MD  
Professor & Chairman, Radiation Oncology

9/29/2017

Date

  
Daniel Barbee, RN, BSN, MBA  
Chief Executive Officer - UTMC

Date

Review/Revision Completed By:  
Michelle Giovanoli

Review/Revision Date: 9/2011  
10/1/2014  
10/1/2017

Next Review Date: 10/1/2020

Policies Superseded by This Policy: