Name of Policy: Room Assignments for Patients Undergoing Administration of Intravenous Chemotherapeutic Agents

Policy Number: 3364-100-01-14
Department: Hospital Administration Medical Staff
Approving Officer: Chief Executive Officer - UTMC
Chief of Staff
Responsible Agent: Chief Nursing Officer
Scope: The University of Toledo Medical Center and its Medical Staff

Effective Date: 5/1/2017
Initial Effective Date: 2/10/1999

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(A) Policy Statement
Patients undergoing the administration of intravenous chemotherapeutic and/or biotherapy agents shall be admitted to the nursing unit 4CD. This location may be changed upon the medical decision of the attending physician, if the patient requires the service intensity of an Intermediate Care or Intensive Care Unit.

(B) Purpose of Policy
To provide the safest environment possible for patients, health care workers and visitors.

(C) Procedure
1. If administration of intravenous chemotherapy is planned during a patient’s hospitalization, the patient must be admitted to a room on 4CD per admission orders of a licensed physician unless the patient requires placement in an Intermediate Care or Intensive Care Unit.
2. The Admitting Office shall be notified of need for a 4CD bed preferably thirty-six hours in advance of the anticipated admission.
3. If the administration of intravenous chemotherapy is decided upon after admission and the patient is not already on 4CD, the attending physician shall request a room transfer to 4CD, unless the patient requires placement in an Intermediate Care or Intensive Care Unit based on admission criteria for these areas.
4. If the patient is in an Intensive Care unit or Intermediate Care Unit and requires the administration of intravenous chemotherapy, the Nursing Office should be notified so that an appropriate chemotherapy competent nurse can be assigned to provide this care.
5. Nursing staff on 4CD receive specific training and education on the administration of chemotherapy and biologic response modifiers. They maintain competency through regular administration of the agents, peer review, and continuing education.

Approved by:

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

Thomas Schwann, MD
Chief of Staff
Date

Review/Revision Date:
2/20/02
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5/1/2017

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Policies Superseded by This Policy: 7-01-14 - Room Assignments for Patients Undergoing Administration of Intravenous Chemotherapeutic Agents