



Survivor Shop Guidelines

<u>Title:</u>	Patient Intake Assessment for Mastectomy Fitting
<u>Responsibility:</u>	Certified Mastectomy Fitter
<u>Equipment:</u>	N/A
<u>General Rule:</u>	The provider must be notified, within 5 calendar days, if the equipment or services ordered cannot be provided to the patient.

Procedure

All appointments are set up through Central Scheduling
419-383-5000

Advise customer to visit registration upon arrival to complete registration for the fitting.

Upon arrival, patient will provide physician order for needed products prior to the fitting or we will have obtained the order from the doctor office.

Proceed to fitting room and document intake in EMR.

Offer client a robe for comfort. The mastectomy/lumpectomy patient will need to dis-robe to begin the skin assessment.

Without removing bra, take measurement around the body from center of the breastbone to the backbone. Then, double the number, and either add 4 or 5 to it to get an even number. For the cup size, utilize the tape and measure from center of the breastbone over the fullest part of the breast to the backbone. Take this number and subtract the final band size and you will then determine the approximate cup size less or equal to 1" is a A, 1" or greater than 2" is a B, greater than 3" is a C etc. Always fit the natural breast first.

Point of Emphasis

Insurance coverage will be the patient's responsibility to verify if a covered benefit. The shop will submit billings along with the patient's physician's order. Patients are made aware that if this is not covered, they may receive a bill from UTMTC.

Demographic information is required to complete billing process.

This paperwork will be scanned into their EMR.

Ask the client to be involved in the fitting as much as possible.

The robe is used to check symmetry and provide comfort during the fitting process. Note indications of swelling, skin conditions and range of motion, etc. (Can they reach behind and hook their bra?)

Bras have different depths to the cups; and the cup size will vary if you have to go up or down a size in the band. Bras will fit either shallow breasts or full breasts. Shallow breasts will puddle down in the bra with less tissue on top. Full breasts will fill out the whole cup having more tissue on the top.

Procedure

Selecting the correct bra and cup size for the bilateral customer: Measure the rib cage and add 4" or 5". Help select a cup size that compliments her figure.

Cup and breast form fitting: The natural breast tissue should fill the cup. Nothing should "spill" out or create a bump above the edge of the bra cup. Wrinkles in the material would suggest the cup is too large.

Select proper prosthesis: There are a variety of breast form shapes; and forms for mastectomies and lumpectomies. Fitting types include surgeries for radical, modified, and simple mastectomies. Follow prosthesis fitting guide based on surgery and fitting type.

Be patient and explain that the fitting process does take some time to get accurate measurements.

Verbalize, and provide written care and warranty instructions for the breast forms, and bras.

Point of Emphasis

The goal is to appear balanced and proportioned in the outer garments.

The bra houses the prosthesis; and the natural breast should work in harmony on the body.

You will be looking for symmetry on top and sides. This will be determined by measuring from center of chest to the side; and then repeating it for the other side. If numbers are within 1/8" then it is equal. Measure midpoint of the neck down to the bust point on each cup.

Typically, the breast form is worn for two years or until insurance eligibility or other health factors would warrant more frequent replacement.

Provide business card and notify patient to call with any questions or concerns. Recommendations made to the client to follow manufacturer's instructions on care of prosthesis to prolong the life of the prosthesis.

Approved
by:

/s/

Date 9/8/2025

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