A. Policy Statement

The Cancer Registry uses the reference date to determine which eligible cases must be included in the Cancer Registry database. The reference date is January 1 of the specified year determined by the Cancer Committee and approved by the American College of Surgeons/Commission on Cancer (ACS/CoC).

B. Purpose of Policy

The reference date gives a point of origin for the Cancer Registry to begin tracking on that date and after of all eligible cases that must be included in the registry.

C. Scope

This policy applies to all health information management employees. Mainly used by the cancer registry department in conjunction with the cancer committee.

D. Procedure

1. The reference date for the University of Toledo Medical Center’s (UTMC) Cancer Registry is January 1, 2001.

2. All eligible cases from there after are mandated to be recorded in the Cancer Registry database.

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