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ORT.4.1 The nurse manager is a registered nurse qualified by education, training, and experience in the field of oncology/radiotherapy.

ORT.4.2 The nurse manager develops and collaborates with other disciplines for developing all relevant policies and procedures including, but are not limited to:

ORT.4.2.1 Chemotherapy administration, side effects, and safety precautions.

ORT.4.2.2 Radiation therapy administration, side effects, and safety precautions.

ORT.4.2.3 Targeted therapy, immunotherapy and contrast media administration and education.

ORT.4.2.4 Spill management.

ORT.4.2.5 Special radiation techniques (brachytherapy, stereotactic radiotherapy, unsealed sources, other techniques), including preparation and delivery guidelines.

ORT.4.2.6 Extravasations and anaphylaxis management guidelines.

ORT.4.2.7 Radioactive iodine management.

ORT.4.2.8 Dying and end of life care management.

ORT.4.2.9 Bone marrow and stem cell transplant management.

ORT.4.2.10 Management of neutropenia and other related complications of chemo/radiation therapy.

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#### **Standard Intent:**

The nursing services in the oncology and radiotherapy department is supervised by a qualified, registered nursing manager (educated, trained and experienced) to enable her to collaborate with other disciplines within the organization to develop the required policies and procedures and guidelines relevant to the department practice, these policies are not limited to the following (Chemotherapy and radiation administration, side effects, and safety precautions, Targeted therapy, immunotherapy and contrast media administration and education, Spill management, Special radiation techniques (brachytherapy, stereotactic radiotherapy, unsealed sources, other techniques), preparation and delivery guidelines, extravasations and anaphylaxis management guidelines, radioactive iodine management, dying and end of life care management, bone marrow and stem cell transplant management, management of neutropenia and other related complications of chemo/radiation therapy).

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#### **ORT.5 Oncology and radiotherapy services are guided and overseen by a multidisciplinary committee.**

ORT.5.1 There is a multidisciplinary committee to guide and oversee oncology and radiotherapy services.



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ORT.5.2 The committee meets at least four times a year. The record of the minutes of meetings is maintained.

ORT.5.3 The committee assists in developing and reviewing policies, procedures, safety plan, guidelines and protocols for the provision of a safe patient care.

ORT.5.4 The committee ensures implementation of policies and procedures.

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**Standard Intent:**

The oncology and radiotherapy services must have a multidisciplinary committee to guide and oversee oncology and radiotherapy services. The committee meets at least four times a year. The record of the minutes of meetings is maintained. The committee assists in developing and reviewing policies, procedures, safety plan, guidelines and protocols for the provision of a safe patient care. The committee ensures implementation of policies and procedures.

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**ORT.6 Oncology and radiotherapy services include a palliative care unit/service.**

ORT.6.1 The unit has policies and procedures, guidelines and protocols for the palliative care including pain management and management of illness/treatment-related symptoms.

ORT.6.2 Staff are well trained on palliative care practices.

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**Standard Intent:**

The oncology and radiotherapy unit must have policies and procedures, guidelines and protocols for the palliative care including pain management and management of illness/treatment-related symptoms. The hospital should ensure that staff are well trained on palliative care practices.

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**ORT.7 There is a safety plan to ensure the safety of oncology and radiotherapy services.**

ORT.7.1 There is a written safety plan that includes:

ORT.7.1.1 Periodic inspection, maintenance and calibration of the linear accelerator and other radiation equipment.

ORT.7.1.2 Guidelines on how to inspect and monitor the medical equipment.

ORT.7.1.3 Management of nuclear material used for therapeutic and diagnostic purposes, especially in regard to its handling, storing, and transportation.

ORT.7.2 The safety plan is implemented and audited for effectiveness.

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**Standard Intent:**

One of the essential documents that should be in place and fully implemented to ensure patient safety is the oncology and radiotherapy services safety plan that include how to perform PPM and calibration of linear accelerator and other radiation equipment, guidelines on how to inspect and monitor medical equipment,