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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,



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management of nuclear materials used for diagnostic and therapeutic modalities especially handling, storing, transportation, usage and disposal. The safety plan effectiveness should be evaluated through periodic audits (e.g. six monthly).

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**ORT.8 Oncology and radiotherapy services implement admission and discharge criteria.**

ORT.8.1 There are admission and discharge criteria for patients receiving oncology and radiotherapy services.

ORT.8.2 The criteria are collaboratively developed by physicians and nursing staff.

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**Standard Intent:**

The hospital must have an admission and discharge criteria for patients receiving oncology and radiotherapy services that collaboratively developed by physicians and nursing staff.

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**ORT.9 The nurse manager ensures the competency of the nursing staff.**

ORT.9.1 The nursing staff receive training and education that are necessary for the provision of effective and safe care including, but are not limited to:

ORT.9.1.1 Central and peripheral venous access device.

ORT.9.1.2 Care of tracheostomies.

ORT.9.1.3 Chest tube management.

ORT.9.1.4 Advanced medication administration, including targeted therapy, chemotherapy, immunotherapy, and hormonal therapy.

ORT.9.1.5 Line management including extravasations.

ORT.9.1.6 Radiation side effects management.

ORT.9.1.7 Assisting and preparing for lumbar puncture.

ORT.9.1.8 Assisting in intrathecal administration of chemotherapy.

ORT.9.1.9 Infection control, including hazardous material and blood spill.

ORT.9.1.10 Blood transfusion.

ORT.9.1.11 Use of defibrillator.

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ORT.9.2 Nursing staff competencies are assessed and are documented.

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**Standard Intent:**

The nurse manager ensures that all nurses working in oncology and radiotherapy department are competent in all aspects required to deal with patients in their provision by education and training, the nurses competencies are regularly assessed and documented. Those competencies are not limited to the following: central and peripheral venous access device, care of tracheostomies, chest tube management, advanced medication administration, including targeted therapy, chemotherapy,