



Provincial Health Services Authority

# REPEAT IMAGING REQUIRED PROCEDURE: BREAST SCREENING

(QUALITY MANAGEMENT – SG 120)

## Summary of Changes

	NEW	Previous
BC Cancer	01-MARCH-2023	01-NOV-1991

Last Revised:	06/MAR/2023	Next Review:	06/MAR/2026	
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## 1. Introduction

### 1.1. Focus

This procedure describes the process for notification and handling of participants who are required to return for repeat imaging.

Repeat imaging may be required due to issues related to:

- Poor image quality
- Blur
- Artifacts
- Inadequate Positioning
- Blur
- Equipment Failure
- Other issues requiring a repeat view, as per the request of the reporting screener

### 1.2. Health Organization Site Applicability

All BC Cancer Breast Screening Program Centres

### 1.3. Practice Level

- All Breast Screening Centre Staff
- Breast Screening Program Radiologists

## 2. Procedure

### 2.1. Steps and Rationale

Workflow Step	#	Procedure	Role
Communication of Repeat Imaging requirement	1	Notify the clerical staff that repeat imaging is required by the participant.	Screener or Technologist
Participant Notification	2	Attempt to contact the participant within 5 working days.	Clerical Team
	2.1	If the participant cannot be contacted by telephone within 3-days, send a letter (see <a href="#">Related Documents</a> ) to the participant and copied to the respective Primary Care Provider.	Clerical Team
	2.2	To avoid undue concern by the participant, the message should clearly state that repeat views are required for "technical reasons only".	Clerical Team

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Exam Management	3.	When possible add the new exam images to the original exam accession.	Clerk or Technologist
	3.1	Complete the RIS orderable as per centre specific workflows.	Clerk or Technologist
	3.2	When applicable, update the Cascade appointment booking to reflect the repeat visit date and include a program note outlining the initial screening visit date.	Clerk or Technologist

## 2.2. Patient/Client Education

Participants will be sent a “Participant Call-Back Letter for Repeat Images”, in cases where the participant can not be reached by phone. See below.

## 3. Related Documents

[Participant Repeat Imaging Call-Back Letter Template](#)

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<b>Approving Body:</b>	Breast Screening Quality Management Committee		
<b>Final Sign Off:</b>	<b>Name</b>	<b>Title</b>	<b>Date Signed</b>
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	Amanda Hunter	Moved policy to new procedure template	06-MAR-2023
	Mary Nagy		