



Provincial Health Services Authority

# MOBILE SERVICE SITE CRITERIA PROCEDURE: BREAST SCREENING

(MOBILE SERVICES – SH 001)

## Summary of Changes

	NEW	Previous
BC Cancer		February 2018; June 1998

Last Revised:	07/JUNE/2023	Next Review:	07/JUNE/2026	
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# MOBILE SERVICE SITE CRITERIA PROCEDURE

## (MOBILE SERVICES – SH 001)

### 1. Introduction

#### 1.1. Focus

To ensure consistency of operation, potential sites for mobile screening visits serviced by the mobile mammography vehicle will meet established Breast Screening Program criteria.

The purpose of this document is to outline the steps required when receiving requests for mobile services to ensure safe and consistent delivery of high quality mobile screening mammography services.

#### 1.2. Health Organization Site Applicability

BC Cancer Breast Screening Mobile Services

#### 1.3. Practice Level

- BC Cancer Breast Screening Mobile Service Staff
- BC Cancer Breast Screening Central Office Staff

#### 1.4. Need to Know

Mobile Service Coordinator will be responsible for the review and update of the Mobile Site Criteria form. Mobile Service Operators should be consulted to review technical requirements and safety concerns for the potential site.

### 2. Procedure

#### 2.1. Steps and Rationale

Workflow Step	#	Procedure	Role
Receive Request for Mobile Services	1.	Direct incoming requests for mobile services to the Mobile Operations Manager or Mobile Services Coordinator.	Breast Screening Program Staff
Arrange for Assessment of Site	2.	Assist community representatives to complete the Mobile Site Criteria Form.	Mobile Operations Manager
	2.1	Arrange for the site to be assessed to determine its suitability.	Mobile Operations Coordinator
Conduct Site Assessment	3.	Identify projects for site identification and assessment of potential new sites.	Mobile Operations Manager
	3.1	Coordinate site identification and assessment projects as required and complete Mobile Site Criteria for each potential site assessed.	Mobile Operations Coordinator

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		Mobile services can only be deployed to sites that have satisfactorily met the technical, safety and privacy requirements for patients, mobile staff and equipment.	
Prepare Mobile Service Schedule	4.	Coordinate site identification and assessment projects as required and complete Mobile Site Criteria for each potential site assessed.	Mobile Operations Coordinator
	4.1	Provide staffing schedule and input regarding travel times.	

### 3. Related Documents and References

#### 3.1. Related Documents

Mobile Services Site Criteria Form

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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 Padula and John Lowrie	Updated to reflect current practices	16-MAR-2023