

Evaluating radiotherapy consent form completion for patients undergoing photon external beam radiotherapy

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Background

- Consent is a fundamental part of safe and ethical clinical practice
- Consent is formally documented through a signed consent form, which confirms that the patient understands the information provided and agrees to continue with their radiotherapy treatment
- There has been inconsistencies identified in practice regarding the level of detail recorded on consent forms and the expectations for what forms a complete and acceptable consent document. This resulted in the audit being undertaken.

Aims



To identify areas of incomplete or omitted information relating to RT consent forms



To ensure that patients are consented as per the UCLH policy

Measures



Measure 1: An appropriate consent form outlines the correct patient demographics, proposed treatment, laterality, intent and side effects

Compliance Expected: 100%
Exemptions: N/A
Defined by: Information present on consent form



Measure 2: Availability of consent forms prior to CT

Compliance Expected: 100%
Exemptions: N/A
Defined by: Consent form uploaded to EPIC/EHRS or hard copy in radiotherapy department. Measure how many are retrieved via email



Measure 3: Frequency of consent form amendments after submission

Compliance Expected: 100%
Exemptions: N/A
Defined by: Consent reflecting all treatment sites, risks, or additional procedures

Cont.



Measure 4: Language interpretation complete by appropriate interpreter and documented

Compliance Expected: 100%
Exemptions: N/A
Defined by: Interpreter details present on consent form and EPIC/EHRS note



Measure 5: Telephone consent consultations have corresponding EPIC/EHRS note

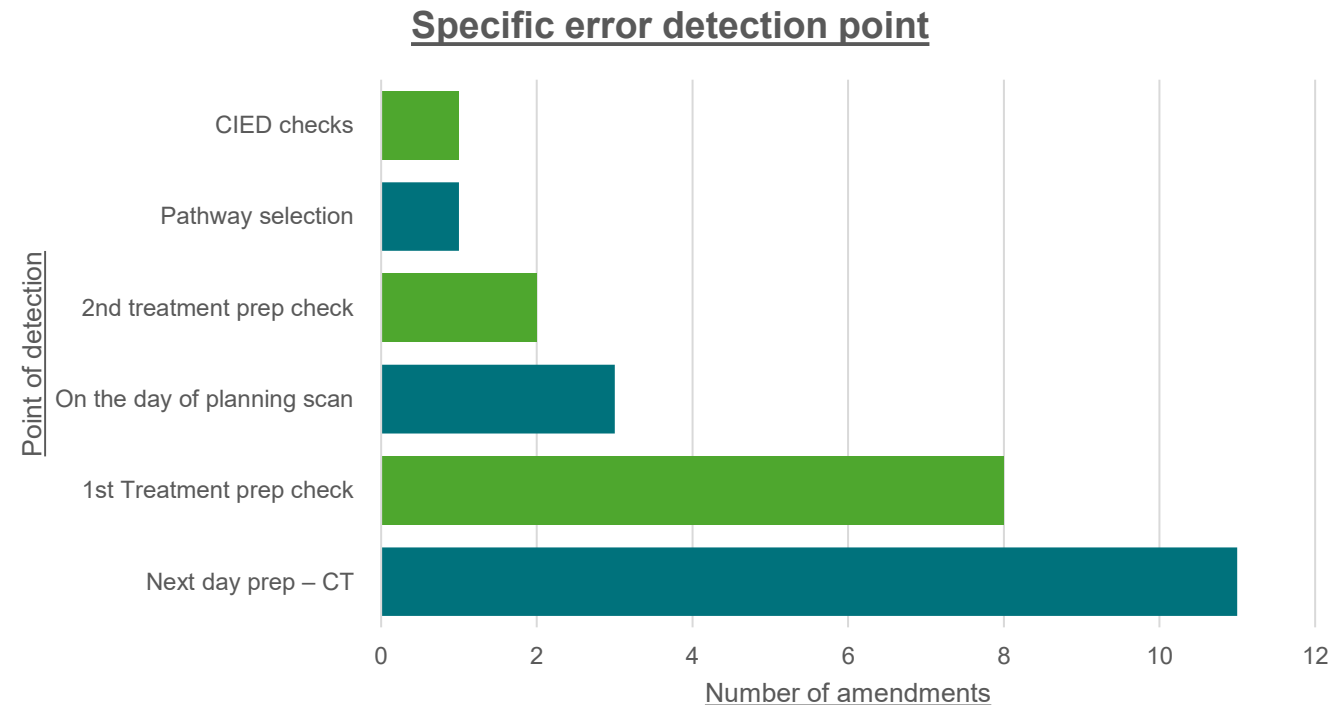
Compliance Expected: 100%
Exemptions: N/A
Defined by: EPIC/EHRS notes reflecting consent consultation

Methodology

- Prospective audit over a two-week period in the photon radiotherapy department, beginning on 3rd November 2025
- Data was obtained from consent forms available via EPIC/EHRS and physical paper copies available
- Consent forms were analysed both prior to pre-treatment appointment and in treatment preparation
- The data was documented using Microsoft Excel

Key Results

- 86 patients were scanned in the two-week period.
- 26 errors were identified
 - 15 errors at pre-treatment.
 - 11 errors at treatment preparation.

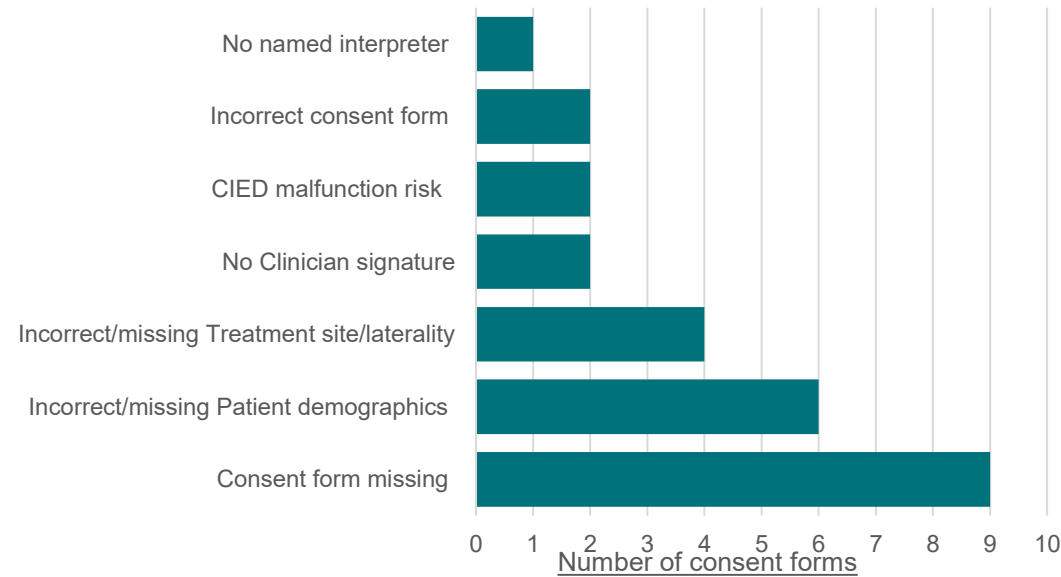


Key Results

Measure 1

- 6 consent forms had incorrect or missing patient demographics
- 4 consent forms had incorrect treatment site or laterality
- 2 consent form had no clinician signature

Errors (total = 26)

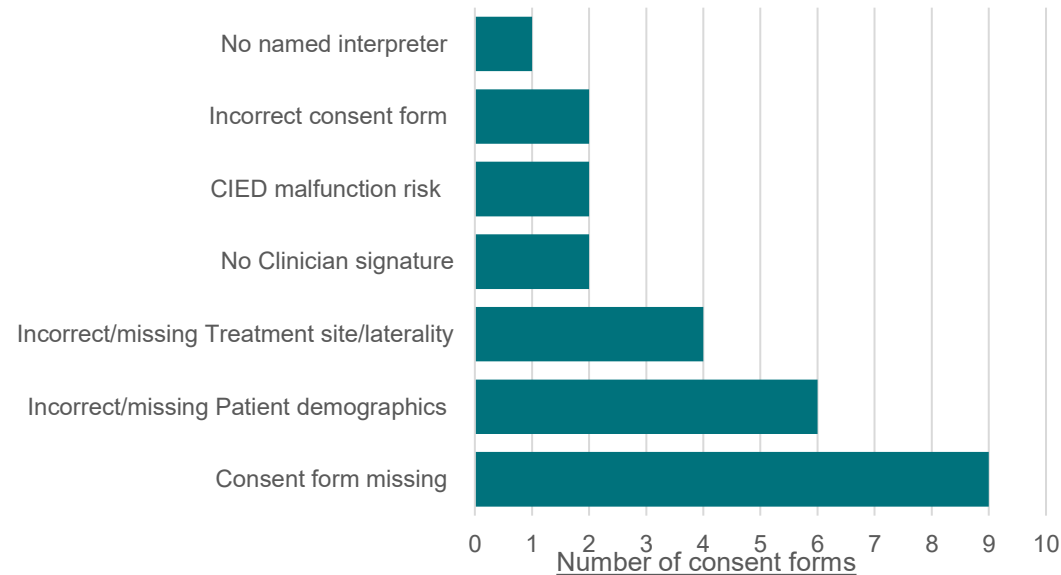


Key Results

Measure 2

- 9 consent forms were not available prior to CT

Errors (total = 26)

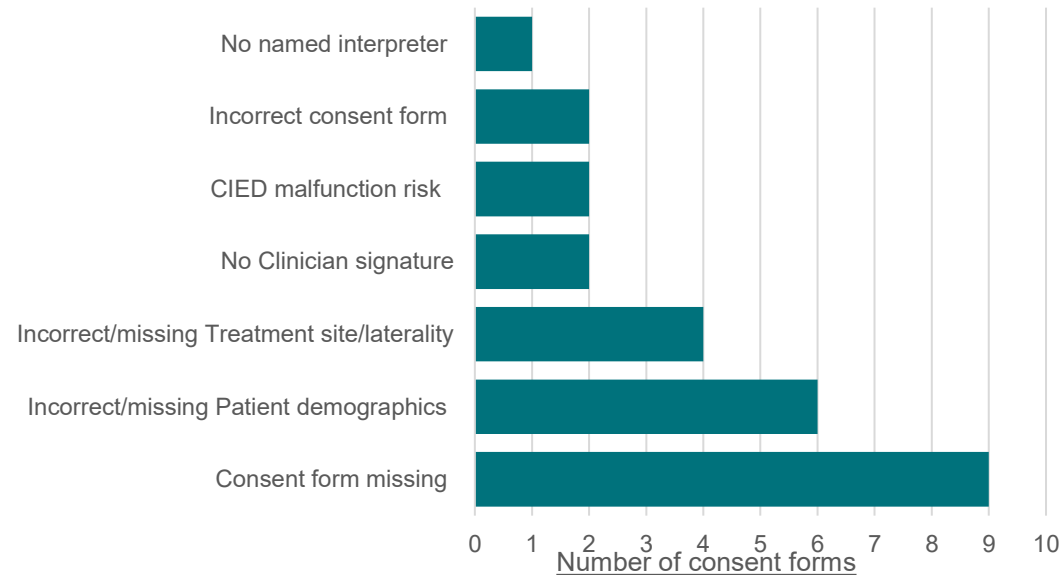


Key Results

Measure 3

- 2 consent forms had to be amended to reflect CIED malfunction risk

Errors (total = 26)

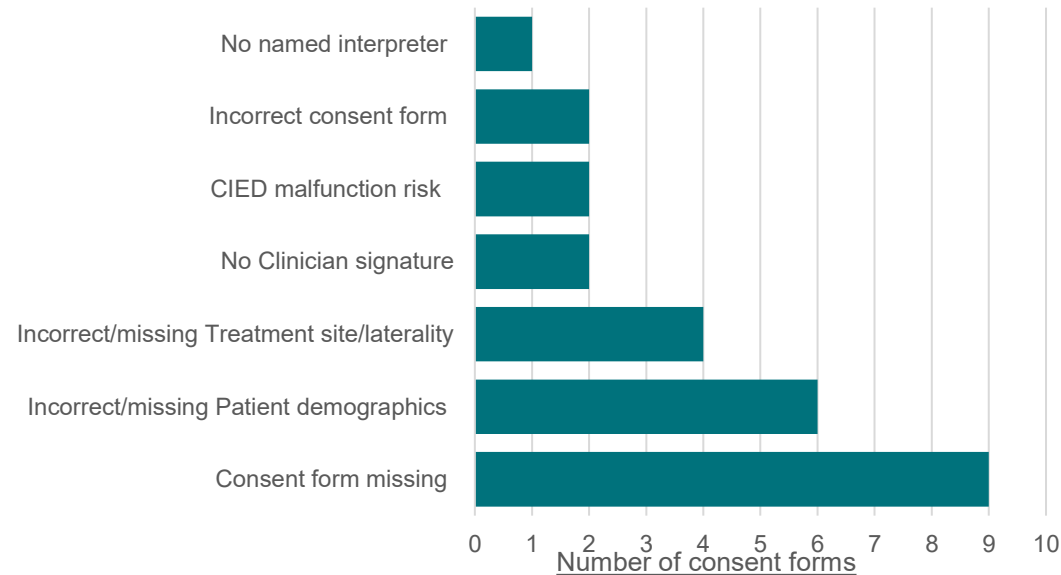


Key Results

Measure 4

- 1 consent form had no named interpreter

Errors (total = 26)



Key Results

Measure 5

- 5 patients were consented via telephone
 - All 5 patients had a corresponding EPIC/EHRS note



Observations

- Consent errors were picked up in both pre-treatment and treatment preparation.
- The common error was missing or unavailable consent forms.

Limitations

- Two week audit period commenced in pre-treatment and treatment preparation simultaneously. Therefore, consent errors identified at treatment prep may have been submitted outside of the given date range.
- Further errors that may have been identified once the patient gets to treatment were not audited.

Recommendations

Patient Identification

- Patient full name
- Correct date of birth
- Correct MRN/NHS number
- Patient details available on all pages of consent

Signature

- Patient signature and date present (during in-person consent)
- Clinician signature and date present (during in-person consent)
- Clinician signature/e-signature and date present (during telephone consent)
- EPIC note corresponding to consent discussion (for telephone consent)

Treatment information

- Correct treatment site and laterality

Additional required information

- Interpreter details present inclusive of translator ID
- Other procedures that may be required i.e. GA, PBT contingency plan
- Any other risk i.e. CIED risk or PBT plan may not be deliverable

- Establish the use of electronic consent forms if possible

- Include guidance of consent form completion which may be included in the policy.

Thank you for listening. Any questions?

