Treatment

Have you “Paused & Checked”?

A radiotherapy IR(ME)R checklist for Operators about to Treat a patient

| P | Patient | Confirm that the prescription is authorised  
|   |         | Confirm patient consent  
|   |         | Confirm patient ID (3-point check)  
|   |         | Ensure patient has been given adequate information and understands and agrees to examination |
| A | Anatomy | Ensure correct anatomical area to be treated  
|   |         | Ensure correct laterality / orientation  
|   |         | Perform sense check of reference marks |
| U | User Checks | Confirm no contra-indications for treatment  
|   |         | Confirm correct energy  
|   |         | Perform sense check of MU (unplanned)  
|   |         | Check Imaging Status Ensure correct moves undertaken with FSD check |
| S | System & Settings | Cross check patient ID in unlinked data bases  
|   |         | Ensure Linac in treatment mode  
|   |         | Ensure no system warnings  
|   |         | Ensure systems message followed  
|   |         | Perform sense check of iso centre moves  
|   |         | Ensure overrides justified |
| E | Exposure | Confirm bolus positioned correctly  
|   |         | Perform additional imaging where necessary  
|   |         | Take corrective action following imaging  
|   |         | Treat – watching patient at all times |
| D | Document & Data | Complete treatment documentation  
|   |         | Complete activity coding  
|   |         | Ensure further actions taken and recorded  
|   |         | Confirm on-treatment review / follow up  
|   |         | Ensure last day chat completed where appropriate  
|   |         | Ensure patient documentation/data complete |

IR(ME)R requires all duty holders to comply with their local Employers procedures.

This “pause and check” poster does not replace these procedures but represents a shortened summary of the main checks.

You must adhere to your local procedures at all times.