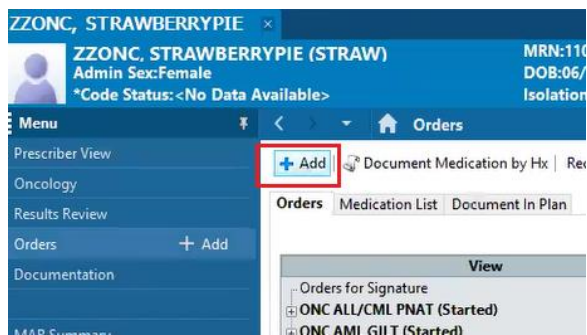# Oncology - Multi-Case Conference

Targeted Users: MCC Coordinator, Oncologist, Oncology Ambulatory Nurse, MCC team

1. The **Provider** identifies patient as a candidate for Multidisciplinary Cancer Conference rounds.
2. The **Provider** opens the patient's chart.
3. Navigate to **Orders** in the Menu and click **+Add**.
   a.
4. Associate the diagnosis and search for order **ONC MCC Order**. Click the Order.
   a.
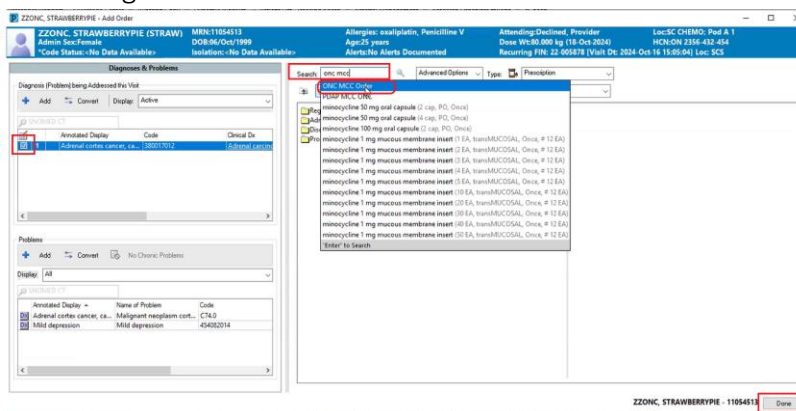
5. The **Oncology MCC Referral Form** opens. Complete the PowerForm for MCC Coordinator, click Sign when done.

a.

6. It goes back to Orders Profile. Click **Done**. Review order details and click **Sign**.

a.

7. After signing the order, the system sends a message to the **WFCC MCC Coordinator Pool** in the message center.

8. The **MCC Coordinator** logs into the PowerChart.

9. Click the **Pools** tab in the Message Center and select **WFCC MCC Coordinator** pool. **Note:** If you do not have this in the dropdown list yet, you will need to click **Manage** and **Opt-In** to the Pool.
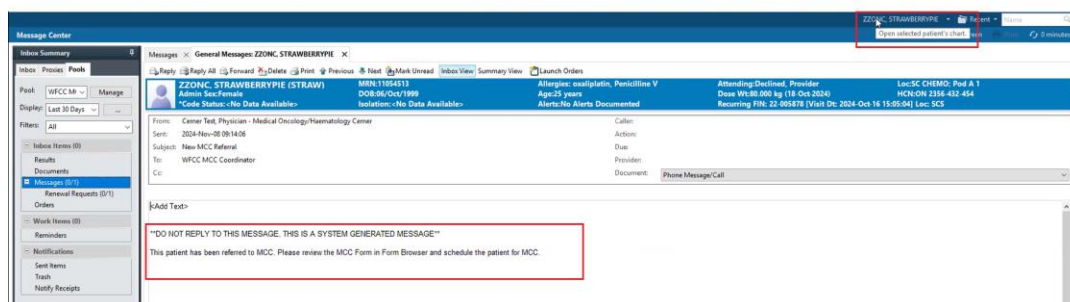
a.

10. Click the **Messages Inbox**. On the right-hand side, you will see the Message for MCC Referral. Double click the message to open.
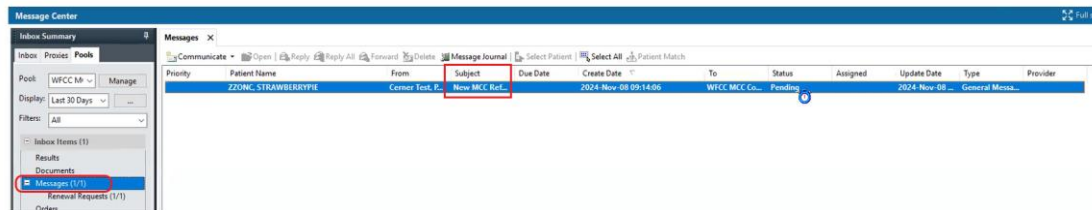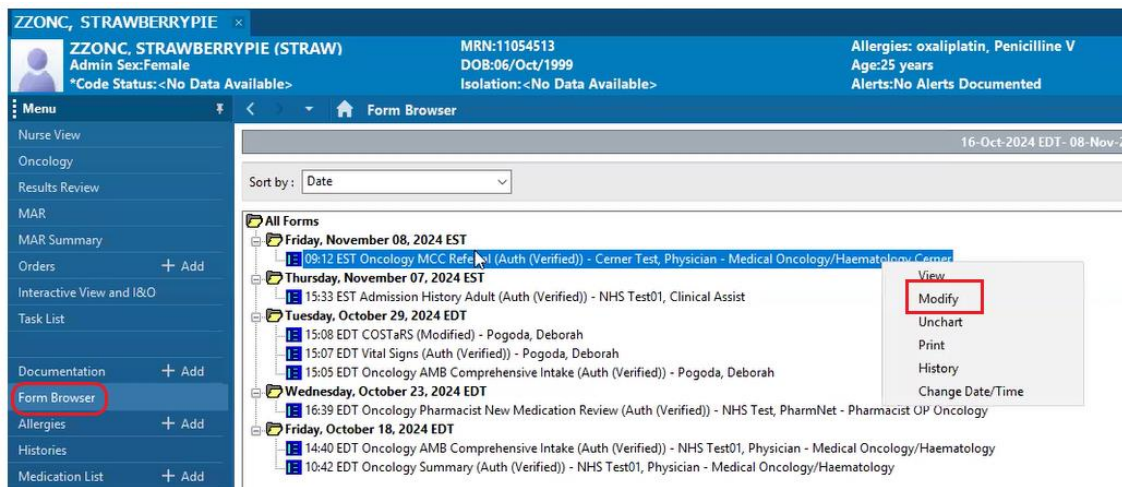
a.

11. The message opens. Click the Patient's name on the upper right-hand side to open selected patient's chart.
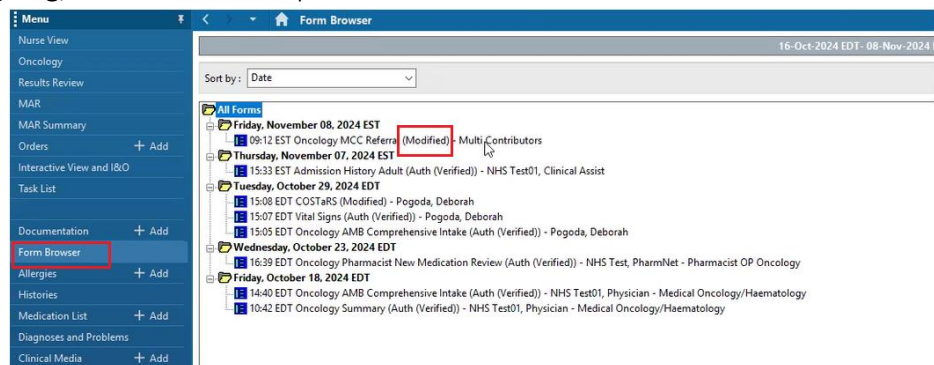
a.

12. Navigate to **Form Browser** in the Menu. Right click the **Oncology MCC Referral** form and click **Modify**.

a.

13. This opens the PowerForm. Make the modification and click the green check mark to Sign.
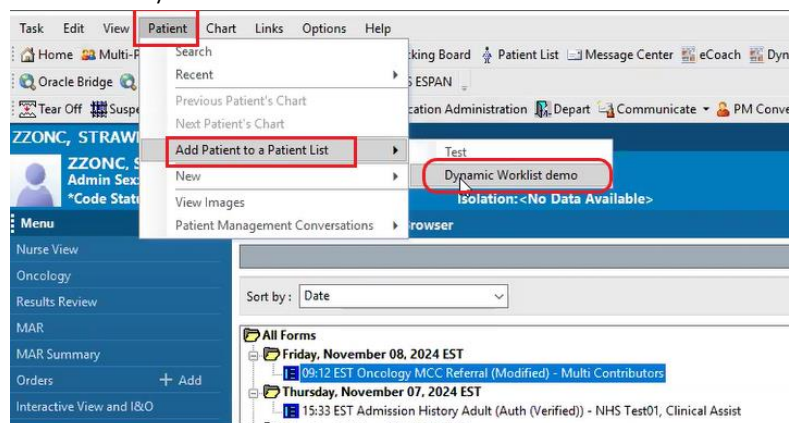14. After signing, the form status updates to **Modified**.

   a.
15. The **MCC Coordinator** will then add the Patient to the **Patient List**.
16. Click **Patient** from the Organizer Toolbar. Click **Add Patient to a Patient List** and select the **Patient List** where you want the Patient to be added.

   a.
17. To check if the patient has been added to the Patient List, Click **Patient List** from the Organizer Toolbar. Click the Patient List Tab where you added the patient into. Your Patient's name should display in that Patient List.
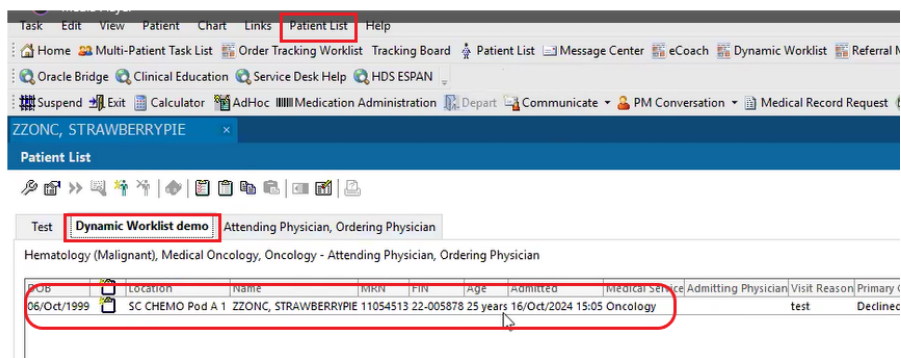
   a.

18. Now that you have updated the form and added the patient to your Patient List, navigate back to the **Message Center**. Click the MCC Referral Message and click **Delete**.
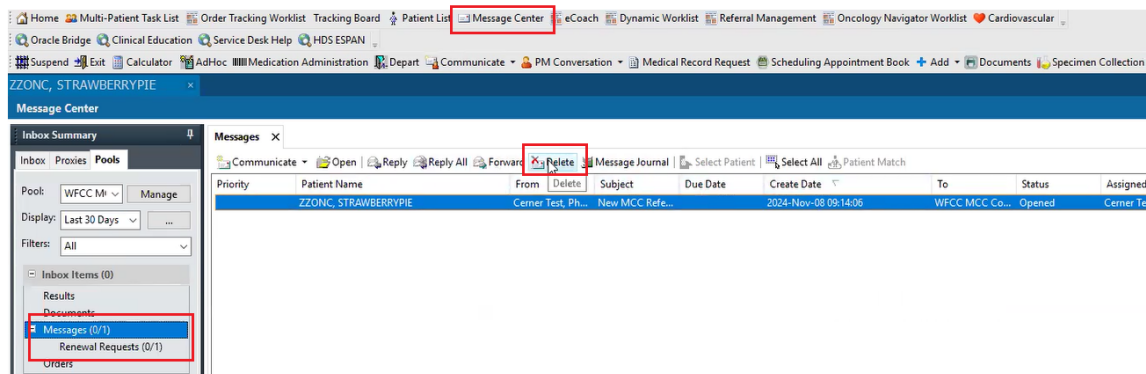
a.

19. If MCC is coordinated in **Hamilton**, communicate **Patient List** to **Hamilton**.
20. If MCC is coordinated in **NH**, notify **MCC Rounds Member**s as directed. Ensure members are **proxied** to applicable patient list as <u>view only</u>.
21. On the **Day of the Tumor Board** meeting, the **Nurse/ Provider/ MCC Team** will navigate to the Patient List to review patients on the list. This would serve as the schedule for Tumor Board.
22. Review and open the Patient's chart from the Patient List.
23. If needed, document any results on a paper document and provide that to the MCC Coordinator who will send the document to Hamilton and scan the document into the Patient's chart.
24. End of process.