

TIP SHEET HOSPITAL INFORMATION SYSTEM (HIS)

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**.



4. Associate the diagnosis and search for order **ONC MCC Order**. Click the Order.













5. The **Oncology MCC Referral Form** opens. Complete the PowerForm for MCC Coordinator, click Sign when done.

				E GOARANTEED REVIEW.
Referral Received by Date			Referring Physician	Diagnosis
	•			
MCC Dise	se Site		MCC Requested Date:	
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Clinical Qu	estions for P	ICC .		Additional Comments
C Yes			C Sides and Report	
Location	Date	Pathology	Specimen	
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6. It goes back to Orders Profile. Click **Done**. Review order details and click **Sign**.

Order	s for Signature							
		Order Name	Status	Start	Details			
4 5	C CHEMO; Pe	od A 1 Fin:22-005878	Admit: 2024	-Oct-16 15:05				
41	Ion Categoria	zed						
	b.	ONC MCC Order	Order	2024-Nov-08 09:12	08/Nov/2024 09:12 EST			
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di la	Details 🔢	Order Comments	Diagnoses					
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11.7	- 10 IL	1 V						
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- 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.
- 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.



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

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Inbox Summary 🕴	Messages ×	£										
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Post WECCHA	Priority	Patient Name	From	Subject	Due Date	Create Date 7	То	Status	Assigned	Update Date	Type	Provider
WPCC NP 0 Manage		ZZONC, STRAWBERRYPIE	Cerner Test, P.,	New MCC Ref.		2024-Nov-08 09:14:06	WFCC MCC Co	Pending		2024-Nov-08_	General Messa	
Display: Last 30 Days 🗸								0				
Filters: All												
 Inbox Items (1) 												
Results												
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Renewal Requests (1/1)												
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11. The message opens. Click the Patient's name on the upper right-hand side to open selected patient's chart.

Message Center					ZZONC, STRAWBERRYPE - MR Report - Open selected patient's chart.	line Cy Ominutes a
Inbox Summary #	Messages × General Messages: ZZONC, STRAWBERRYPIE	×				
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Pool: WFCC M V Manage	ZZONC. STRAWBERRYPIE (STRAW) Admin Sex:Fernale *Code Status: <no available="" data=""></no>	MRN:11054513 DOB:06/Oct/1999 Isolation: <no available="" data=""></no>	Allergies: oxaliplatin, Penicilline V Age:25 years Alerts:No Alerts Documented	Attending:Declined, Provider Dose Wt:80.000 kg (18-Oct-2024) Recurring FIN: 22-005878 [Visit Dt: 20	Loc:SC CHEMO: Pod A 1 HCN:ON 2356 432 454 024-Oct-16 15:05:04] Loc: SCS	
Filters: All	From: Cemer Test, Physician - Medical Oncology/Haematol Sent: 2024-Nov-08 09:14:06	logy Cerner	Caller: Action:			
🗧 Inbox Items (0)	Subject: New MCC Referral		Due			
Results	To: WFCC MCC Coordinator		Providen			
Documents	Co		Document:	Phone Message/Call		÷
Renewal Requests (0/1) Orders	kAdd Text>					^
· Work Hems (0)						
Reminders	"DO NOT REPLY TO THIS MESSAGE, THIS IS A SYSTE	EM GENERATED MESSAGE**				
- Notifications	This patient has been referred to MCC. Please review the I	MCC Form in Form Browser and schedule the patient fo	MCC.			
Sent items Trash Notify Receipts						- 1

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











- 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.



- 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.

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MAR Summary		Friday, Nov	ember 0	8, 2024 EST				
Orders	+ Add	- 09:12 ES	T Oncolo	gy MCC Referral (Modified) - Multi Contributors				
Interactive View and	1&0	E 15:33 EST Admission History Adult (Auth (Verified)) - NHS Test01, Clinical Assist						

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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.









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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**.

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- 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.



