

24 ESSENTIAL CLINICAL SERVICES	Cork University Hospital		ACTION CARD NUMBER
	Oncology Services		24.2
You Report To:	ADON	You Brief:	Radiation Oncology and Medical Oncology
Overall Responsibilities	<ul style="list-style-type: none"> Establish Relatives Area in the Radiotherapy Department. 		
IMMEDIATE ACTIONS ON NOTIFICATION/ACTIVATION			
ON ACTIVATION		ON STANDBY	
<ul style="list-style-type: none"> CNM2 in Dunmanway Day Unit to decide if patients currently having chemotherapy can continue or if chemotherapy can be stopped and patient sent away. RTSM/DRTSM to decide if radiotherapy appointments are to be continued or cancelled and patients sent away. CNM2 in Radiotherapy to evacuate patients attending out-patient appointments from the reception area of the department. CNM2 in Dunmanway Day Unit and Radiotherapy to contact ADON for further direction and deployment of staff. Medical Secretaries to cancel clinic appointment, chemotherapy appointments and radiotherapy appointments as directed. 		<ul style="list-style-type: none"> Prepare to cancel chemotherapy appointments. Prepare to cancel radiotherapy appointments. Prepare to cancel all oncology outpatient appointments. Prepare to evacuate patients from the Dunmanway day unit and the Radiotherapy Department. Consider not commencing any further chemotherapy for Patients who are already present in the department. 	
Consider these points			
<ul style="list-style-type: none"> A separate Action Card is in existence that covers the remit of the Glandore Centre as a Relatives Area (Action Card 18.1 & 18.2). The main entrance to the Glandore Centre will be locked down by security and used as a relative's area. Nursing Staff in the Dunmanway Day Unit will direct chemotherapy patients down the staff stairs into the treatment area of the radiotherapy department and they will exit the department through the fire exit in the LA3/4 waiting area. 			

Version Control	Date Approved	DD/MM/YYYY	Valid Until	DD/MM/YYYY