

Oncology Centers

دليل مراكز الأورام

إجراءات التشغيل القياسية لبرنامج الأورام

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نطاق الخدمة

NAME OF UNIT / AREA	Oncology Center
PATIENT CARE UNIT/ AREA	Oncology Inpatients / Outpatients / Chemotherapy Day Care/ Radiation Therapy.
Number of Beds	78 + (Outpatients Clinic and Day Care Unit (Adult /Pediatric))
SCOPE OF SERVICE	Palliative Care Department – Department of Adult Medical Oncology – Department of Pediatric Hematology-Oncology & SCT – Department of Radiation Oncology – Department of Adult Hematology & SCT
FREQUENT PROCEDURES / SERVICES / FUNCTIONS	Comprehensive Treatment to all Solid Tumors - Benign and Malignant Hematology – Radiation Therapy – Bone Marrow Transplant (A/P).
HOURS OF OPERATION	24 hrs / 7 days / week
CRITERIA FOR ADMISSION TO SERVICE	All Cancer Cases and Blood Disorders, Coagulopathies, Bone Marrow Transplant.
STAFFING PLAN	
Number and Mix of Staff	(8) Oncology Center Admin – (4) Cancer Registry – (20) Consultants – (32) Assistant Consultant – (16) Fellows – (1) Resident – (1) Play Therapist – (13) Radiotherapy Technologist – (4) Medical Physicist – (1) Technician.
QUALIFICATIONS OF STAFF	
Qualifications/ Licenses/ Certifications Required of Staff	<ul style="list-style-type: none"> - Qualification as per hospital approved job descriptions - Credentialing requirement as per hospital approved credentialing criteria.
How are in- services/ continuing education programs provided to maintain staff competency?	Fellowship Program – Scholars for Residency – CME – Academic and Clinical Researches – Seminars – Symposium.
Required Competencies	Training in subspecialist to be certified.
METHODS OF COMMUNICATION WITH OTHER DEPARTMENTS/ PROGRAMS	
Internal Communication	Meetings – Memos – Mails – Committees
External Communication	Staff members attend a number of Hospital committees including: Outreach Program and Scientific Groups.
COLLABORATIVE RELATIONSHIPS WITH OTHER DEPARTMENTS	Comprehensive programs of care with multidisciplinary clinical approaches – Clinical guidelines

الخطط التشغيلية

CANCER CENTRE category (A+ & A)	CANCER CENTRE category (B , C , D)
<ul style="list-style-type: none">• Requirement<ol style="list-style-type: none">1. Medical oncology2. Haematology and bone marrow transplant3. Paediatric haematology /oncology4. Radiation oncology5. Surgical oncology6. Palliative service• capacity<ol style="list-style-type: none">1. minimum of 50 beds (including negative and positive pressure room)2. Minimum of 500 case per year	<ul style="list-style-type: none">• Requirement (need at least 2)<ol style="list-style-type: none">1. Medical oncology2. Haematology and bone marrow transplant3. Palliative service• capacity<ol style="list-style-type: none">1. minimum of 10 beds (including negative and positive pressure room)2. Minimum of 100 case per year

CANCER CENTRE category (A+ & A)

I. Adult Medical oncology

1. Scope of service

- Managing all patients with approved diagnosis of cancer with multidisciplinary approach in tumour board.
- Prescribing all systemic therapy
- Supervision of all other department and unit in the regions.
- Referring the cases among the department and unit if needed.
- Have academic fellowship program
- Establishing familial cancer program
- Establishing survivorship program
- Participate of clinical trial and research
- Participate in cancer registry
- Participate in cancer screening/ prevention and awareness program

2. Requirement

- Physicians
 - Consultants
 - minimum of 4 medical oncology SHC certified
 - 100 patients/ 1 consultant/ year

CANCER CENTRE category (B , C , D)

I. Adult Medical oncology

1. Scope of service

- Managing all metastatic cancer patients with multidisciplinary approach in tumour board through tele medicine.
- Prescribing systemic chemotherapy based on C1-C2-C3.
- Referring the cases among the department and unit if needed.
- Establishing survivorship program
- Participate of clinical trial and research
- Participate in cancer registry
- Participate in cancer screening/ prevention and awareness program

2. Requirement

- Physicians
 - Consultants
 - minimum of 2 medical oncology SHC certified
 - 100 patients/ 1 consultant/ year

CANCER CENTRE category (A+ & A)

- pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Chemotherapy room
 - Pharmacist technician

- Chemotherapy unit
 - Administrative chemotherapy
 - Administrative biological therapy
 - Administrative blood product
 - Administrative supportive therapy

- Pathology Support
 - Minimum of 2 consultants pathologist SHC certified
 - Molecular cytogenetic and molecular pathology laboratory service
 - Full biochemistry laboratory service including tumour marker and drugs level.

CANCER CENTRE category (B , C , D)

- pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Chemotherapy room
 - Pharmacist technician

- Chemotherapy unit
 - Administrative chemotherapy
 - Administrative biological therapy
 - Administrative blood product
 - Administrative supportive therapy

- Pathology Support
 - Minimum of 2 consultants pathologist SHC certified
 - Molecular cytogenetic and molecular pathology laboratory service
 - Full biochemistry laboratory service including tumour marker and drugs level.

CANCER CENTRE category (A+ & A)

- Radiology support
 - Minimum of 2 consultants SHC certified
 - Intervention radiology with biopsy and central line capability
 - Nuclear medicine including PET scan
 - CT
 - MRI
 - US and X-RAY
- Blood bank
- ICU service
 - Minimum of 2 consultants SHC certified
 - Minimum of 20 bed with isolation room
- Internal medicine support
 - Pulmonary service
 - Endocrine service
 - Cardiology service
 - Gastroenterology and hepatology service
 - Nephrology service
 - Infectious disease consultant and infection control service
 - Neurology service
 - Obstetrics and gynaecology service
 - Rheumatology service

CANCER CENTRE category (B , C , D)

- Radiology support
 - Minimum of 1 consultants SHC certified
 - Intervention radiology with biopsy and central line capability
 - Nuclear medicine including PET scan
 - CT
 - MRI
 - US and X-RAY
- Blood bank
- ICU service
 - Minimum of 2 consultants SHC certified
 - Minimum of 20 bed with isolation room
- Internal medicine support
 - Pulmonary service
 - Endocrine service
 - Cardiology service
 - Gastroenterology and hepatology service
 - Nephrology service
 - Infectious disease consultant and infection control service
 - Neurology service
 - Obstetrics and gynaecology service
 - Rheumatology service

CANCER CENTRE category (A+ & A)

- General Surgical support
 - General surgery
 - Urology
 - Orthopaedics
 - Neurosurgeons
 - Plastic
 - ENT
 - Ophthalmology.
 - Vascular
- Emergency service
 - 24 hours service
 - Minimum of 2 consultants SHC certified
 - Isolation room
- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Speech therapy
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service
 - Infection control

CANCER CENTRE category (B , C , D)

- General Surgical support
 - General surgery
 - Urology
 - Orthopaedics
 - Neurosurgeons
 - Plastic
 - ENT
 - Ophthalmology.
 - Vascular
- Emergency service
 - 24 hours service
 - Minimum of 2 consultants SHC certified
 - Isolation room
- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Speech therapy
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service
 - Infection control

الخطط التشغيلية

CANCER CENTRE category (A+ & A)

I. Adult haematology

1. Scope of service

- Managing all patients with diagnosis of malignant haematology with multidisciplinary approach in tumour board.
- Bone marrow transplant service
- Prescribing all systemic therapy
- Supervision of all other department and unit in the regions.
- Referring the cases among the department and unit if needed.
- Have academic fellowship program
- Establishing survivorship program
- Participate of clinical trial and research
- Participate in cancer registry

2. Requirement

- Physicians
 - Consultants
 - minimum of 4 consultants SHC certified

CANCER CENTRE category (B , C , D)

I. Adult haematology

1. Scope of service

- Managing all patients with diagnosis of haematology disease with multidisciplinary approach in tumour board through tele medicine.
- Prescribing systemic therapy based on C1-C2-C3
- Referring the cases among the department and unit if needed.
- Establishing survivorship program
- Participate of clinical trial and research
- Participate in cancer registry

1. Requirement

- Physicians
 - Consultants
 - minimum of 2 consultants SHC certified
 - 80 patients/ 1 consultant/ year

CANCER CENTRE category (A+ & A)

- pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Chemotherapy room
 - Pharmacist technician
- Chemotherapy unit
- Hemato-Pathology Support
 - Minimum of 2 consultants pathologist SHC certified
 - Molecular cytogenetic and molecular pathology laboratory service
 - Flow-cytometry service
 - Full biochemistry laboratory service including tumour marker and drugs level.
- Radiology support
 - Minimum of 2 consultants SHC certified
 - Intervention radiology with biopsy and central line capability
 - Nuclear medicine including PET scan
 - CT
 - MRI
 - US and X-RAY

CANCER CENTRE category (B , C , D)

- pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Chemotherapy room
 - Pharmacist technician
- Chemotherapy unit
- Hemato-Pathology Support
 - Minimum of 1 consultants pathologist SHC certified
 - Molecular cytogenetic and molecular pathology laboratory service
 - Flow-cytometry service
 - Full biochemistry laboratory service including tumour marker and drugs level.
- Radiology support
 - Minimum of 1 consultants SHC certified
 - Intervention radiology with biopsy and central line capability
 - Nuclear medicine including PET scan
 - CT
 - MRI
 - US and X-RAY

الخطط التشغيلية

CANCER CENTRE category (A+ & A)	CANCER CENTRE category (B , C , D)
<ul style="list-style-type: none">▪ Blood bank ▪ ICU service<ul style="list-style-type: none">• Minimum of 2 consultants SHC certified• Minimum of 20 bed with isolation room ▪ Internal medicine support<ul style="list-style-type: none">• Pulmonary service• Endocrine service• Cardiology service• Gastroenterology and hepatology service• Nephrology service• Infectious disease consultant and infection control service• Neurology service• Obstetrics and gynaecology service<ul style="list-style-type: none">• Rheumatology service	<ul style="list-style-type: none">▪ Blood bank ▪ ICU service<ul style="list-style-type: none">• Minimum of 2 consultants SHC certified• Minimum of 20 bed with isolation room ▪ Internal medicine support<ul style="list-style-type: none">• Pulmonary service• Endocrine service• Cardiology service• Gastroenterology and hepatology service• Nephrology service• Infectious disease consultant and infection control service• Neurology service• Obstetrics and gynaecology service• Rheumatology service

CANCER CENTRE category (A+ & A)

- General Surgical support
 - General surgery
 - Urology
 - Orthopaedics
 - Neurosurgeons
 - Plastic
 - ENT
 - Ophthalmology.
 - Vascular

- Emergency service
 - 24 hours service
 - Minimum of 2 consultants SHC certified
 - Isolation room

- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Speech therapy
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service

• Infection control

CANCER CENTRE category (B , C , D)

- General Surgical support
 - General surgery
 - Urology
 - Orthopaedics
 - Neurosurgeons
 - Plastic
 - ENT
 - Ophthalmology.
 - Vascular

- Emergency service
 - 24 hours service
 - Minimum of 1 consultants SHC certified
 - Isolation room

- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Speech therapy
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service
 - Infection control

CANCER CENTRE category (A+ & A)

I. Palliative service

1. Scope of service

- Managing all patients with approved diagnosis of cancer with multidisciplinary approach in tumour board.
- Bone marrow transplant service
- Prescribing all systemic therapy
- Supervision of all other department and unit in the regions.
- Referring the cases among the department and unit if needed.
- Have academic fellowship program
- Establishing familial cancer program
- Establishing survivorship program
- Participate of clinical trial and research
- Participate in cancer registry
- Participate in cancer screening/ prevention and awareness program

1. Requirement

- Physicians
 - Consultants
 - minimum of 4 medical oncology SHC certified
 - 25 patients/ 1 consultant/ year
- pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Chemotherapy room
 - Pharmacist technician

CANCER CENTRE category (B , C , D)

I. Palliative service

1. Scope of service

- Managing all patients with approved diagnosis of cancer with multidisciplinary approach.
- Prescribing all Narcotic therapy
- Referring the cases among the department and unit if needed.
- Participate of clinical trial and research
- Participate in cancer registry

1. Requirement

- Physicians
 - Consultants
 - minimum of 1 SHC certified
 - 100 patients/ 1 consultant/ year
- pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Pharmacist technician

CANCER CENTRE category (A+ & A)

- Chemotherapy unit
- Pathology Support
 - Minimum of 2 consultants pathologist SHC certified
 - Molecular cytogenetic and molecular pathology laboratory service
 - Full biochemistry laboratory service including tumour marker and drugs level.
- Radiology support
 - Minimum of 2 consultants SHC certified
 - Intervention radiology with biopsy and central line capability
 - Nuclear medicine including PET scan
 - CT
 - MRI
 - US and X-RAY

CANCER CENTRE category (B , C , D)

- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Speech therapy
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service
 - Infection control

CANCER CENTRE category (A+ & A)

- Blood bank
- PICU/NICU service
 - Minimum of 2 consultants SHC certified
 - Minimum of 20 bed with isolation room
- Paediatric department support
 - Pulmonary service
 - Endocrine service
 - Cardiology service
 - Gastroenterology and hepatology service
 - Nephrology service
 - Infectious disease consultant and infection control service
 - Neurology service
 - Obstetrics and gynaecology service
 - Rheumatology service
- General Surgical support
 - General surgery
 - Urology
 - Orthopaedics
 - Neurosurgeons
 - Plastic
 - ENT
 - Ophthalmology.
 - Vascular

CANCER CENTRE category (B , C , D)

- I. Surgical oncology
 1. Scope of service
 - A surgical oncologist should have:
 - a deep understanding of the epidemiology, pathophysiology, anatomy, diagnosis and treatment of the cancers they treat
 - an awareness of the knowledge, roles and skills of the other health professionals involved in cancer care
 - the highest level of technical skill to ensure the best possible outcomes
 - the communication skills to successfully relate to patients, colleagues, the community and health funders
 - the desire to innovate and research to improve cancer outcomes and desire to improve themselves, the facilities and the systems through involvement in quality assurance and reflective practice
 - Establishing the diagnosis of highly suspicious cancer after discussing with primary comprehensive cancer centre.
 - No surgical intervention with curative intent cancer cases
 - Referring the cases among the department and unit if needed.
 - Participate of clinical trial and research
 - Participate in cancer registry
 - Participate in cancer screening/ prevention and awareness program

CANCER CENTRE category (A+ & A)

- Paediatric Emergency service
 - 24 hours service
 - Minimum of 2 consultants SHC certified
 - Isolation room

- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Speech therapy
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service

- Infection control

CANCER CENTRE category (B , C , D)

1. Requirement

- Physicians
 - Consultants
 - Surgical consultant for emergency procedure(intestinal obstruction , air way obstruction, bleeding, spinal cord compression)
 - minimum of 1 SHC certified
 - Refer all patient with curative intent to comprehensive cancer centre.

- pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Chemotherapy room
 - Pharmacist technician

- Pathology Support
 - Minimum of 1 consultants pathologist SHC certified
 - Molecular cytogenetic and molecular pathology laboratory service
 - Full biochemistry laboratory service including tumour marker and drugs level.

CANCER CENTRE category (A+ & A)

I. Palliative service

1. Scope of service

- Managing all patients with approved diagnosis of cancer with multidisciplinary approach.
- Prescribing all Narcotic therapy
- Supervision of all other department and unit in the regions.
- Referring the cases among the department and unit if needed.
- Have academic fellowship program
- Participate of clinical trial and research
- Participate in cancer registry

1. Requirement

- Physicians
 - Consultants
 - minimum of 2 medical oncology SHC certified
 - 100 patients/ 1 consultant/ year

CANCER CENTRE category (B , C , D)

- Radiology support
 - Minimum of 1 consultants SHC certified
 - Intervention radiology with biopsy and central line capability
 - Nuclear medicine including PET scan
 - CT
 - MRI
 - US and X-RAY
- Blood bank
- ICU service
 - Minimum of 2 consultants SHC certified
 - Minimum of 20 bed with isolation room
- Internal medicine support
 - Pulmonary service
 - Endocrine service
 - Cardiology service
 - Gastroenterology and hepatology service
 - Nephrology service
 - Infectious disease consultant and infection control service
 - Neurology service
 - Obstetrics and gynaecology service
 - Rheumatology service

CANCER CENTRE category (A+ & A)

- pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Pharmacist technician

- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Speech therapy
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service
 - Infection control

CANCER CENTRE category (B , C , D)

- Emergency service
 - 24 hours service
 - Minimum of 1 consultants SHC certified
 - Isolation room

- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Speech therapy
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service
 - Infection control

CANCER CENTRE category (A+ & A)

I. Radiation oncology

1. Scope of service

- Managing all patients with approved diagnosis of cancer with multidisciplinary approach in tumour board.
- Each radiation oncology facility should have clear scope of service according to the available onsite equipment's and they should fulfil the requirement of each device
- The hospital ensures full compliance with the relevant regulations on radiation.
- The hospital has a valid license for the provision of radiotherapy services from relevant authorities (King Abdullah City for Atomic Energy)
- Supervision of all other department and unit in the regions.
- Referring the cases among the department and unit if needed.
- Have academic fellowship program
- Establishing familial cancer program
- Establishing survivorship program
- Participate of clinical trial and research
- Participate in cancer registry
- Participate in cancer screening/ prevention and awareness program

CANCER CENTRE category (B , C , D)

CANCER CENTRE category (A+ & A)

1. Requirement

- Physicians
 - Consultants oncology radiation
 - minimum of 2 radiation oncology SHC certified
 - 150 patients/ 1 consultant/ year
 - Other service
 - Consultant medical physics
 - 1 per each machine SHC certified
 - Radiation therapists
 - 4 per each machine SHC certified
 - Dosimetrist
 - 2 per each machine SHC certified
 - Radiation safety office
 - 1 per each centre

CANCER CENTRE category (B , C , D)

CANCER CENTRE category (A+ & A)

- Equipment
 - CT Simulation
 - Linear accelerator
 - Picture Archiving and Communication System (PACS)
- pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Chemotherapy room
 - Pharmacist technician
- Pathology Support
 - Minimum of 2 consultants pathologist SHC certified
 - Molecular cytogenetic and molecular pathology laboratory service
 - Full biochemistry laboratory service including tumour marker and drugs level.
- Radiology support
 - Minimum of 2 consultants SHC certified
 - Intervention radiology with biopsy and central line capability
 - Nuclear medicine including PET scan
 - CT
 - MRI
 - US and X-RAY

CANCER CENTRE category (B , C , D)

CANCER CENTRE category (A+ & A)

- Blood bank
- ICU service
 - Minimum of 2 consultants SHC certified
 - Minimum of 20 bed with isolation room
- Internal medicine department support
 - Pulmonary service
 - Endocrine service
 - Cardiology service
 - Gastroenterology and hepatology service
 - Nephrology service
 - Infectious disease consultant and infection control service
 - Neurology service
 - Obstetrics and gynaecology service
 - Rheumatology service
- General Surgical support
 - General surgery
 - Urology
 - Orthopaedics
 - Neurosurgeons
 - Plastic
 - ENT
 - Ophthalmology.
 - Vascular

CANCER CENTRE category (B , C , D)

CANCER CENTRE category (A+ & A)

- Emergency service
 - 24 hours service
 - Minimum of 2 consultants SHC certified
 - Isolation room

- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Audiology and Speech Pathology
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service
 - Infection control

CANCER CENTRE category (B , C , D)

CANCER CENTRE category (A+ & A)

I. Surgical oncology

1. Scope of service

- A surgical oncologist should have:
- a deep understanding of the epidemiology, pathophysiology, anatomy, diagnosis and treatment of the cancers they treat
- an awareness of the knowledge, roles and skills of the other health professionals involved in cancer care
- the highest level of technical skill to ensure the best possible outcomes
- the communication skills to successfully relate to patients, colleagues, the community and health funders
- the desire to innovate and research to improve cancer outcomes and desire to improve themselves, the facilities and the systems through involvement in quality assurance and reflective practice
- Managing all patients with approved diagnosis of cancer with multidisciplinary approach in tumour board.
- Supervision of all other department and unit in the regions.
- Referring the cases among the department and unit if needed.
- Have academic fellowship program
- Establishing familial cancer program
- Establishing survivorship program
- Participate of clinical trial and research
- Participate in cancer registry
- Participate in cancer screening/ prevention and awareness program

CANCER CENTRE category (B , C , D)

CANCER CENTRE category (A+ & A)

1. Requirement

- Physicians
 - Consultants
 - Surgical oncology
 - minimum of 4 surgical oncology SHC certified
 - breast speciality
 - hepatobiliary speciality
 - colon-rectal speciality
 - minimum of 2 uro-oncologist SHC certified
 - minimum of 2 head and neck surgeons SHC certified
 - minimum of 2 endocrine surgeons SHC certified
 - minimum of 2 thoracic surgeons SHC certified
 - minimum of 2 vascular surgeons SHC certified
 - minimum of 2 neurosurgeons
 - minimum of 2 plastic surgery
 - minimum of 2 orthopaedic oncology
 - for surgical oncology 100 patients/ 1 consultant/ year
 - pharmacy support
 - Oncologist Pharmacist
 - Oncology medication
 - Chemotherapy room

- Pharmacist technician

CANCER CENTRE category (B , C , D)

CANCER CENTRE category (A+ & A)

- Pathology Support
 - Minimum of 2 consultants pathologist SHC certified
 - Molecular cytogenetic and molecular pathology laboratory service
 - Full biochemistry laboratory service including tumour marker and drugs level.

- Radiology support
 - Minimum of 2 consultants SHC certified
 - Intervention radiology with biopsy and central line capability
 - Nuclear medicine including PET scan
 - CT
 - MRI
 - US and X-RAY

- Blood bank

CANCER CENTRE category (B , C , D)

CANCER CENTRE category (A+ & A)

- ICU service
 - Minimum of 2 consultants SHC certified
 - Minimum of 20 bed with isolation room

- Internal medicine support
 - Pulmonary service
 - Endocrine service
 - Cardiology service
 - Gastroenterology and hepatology service
 - Nephrology service
 - Infectious disease consultant and infection control service
 - Neurology service
 - Obstetrics and gynaecology service
 - Rheumatology service

- Emergency service
 - 24 hours service
 - Minimum of 2 consultants SHC certified

- Isolation room

CANCER CENTRE category (B , C , D)

الخطط التشغيلية

CANCER CENTRE category (A+ & A)

- Health Aid and support
 - Psychiatric and physiological support
 - Physiotherapy and rehabilitation service
 - Speech therapy
 - Social worker
 - Case manager
 - Admission office
 - Cancer registry
 - Religious and spiritual service
 - Health education
 - Research department
 - Quality service
 - Infection control

CANCER CENTRE category (B , C , D)

الخطط التوظيفية

معايير الكوادر التشغيلية لمراكز الأورام:

مدير المركز: طبيب استشاري تخصص أورام

تصنيف المراكز حسب الخدمات التخصصية المقدمة لمرضى الأورام وفقا للمعايير المهنية كما يلي:

المستوى الأول: مركز أورام فئة (أ+ ، أ)

المستوى الثاني: مراكز الأورام فئة (ب ، ج ، د)

تلتزم بوضع معايير القوى العاملة والتجهيزات اللازمة لكل مستوى



الخطة التوظيفية

مراكز الأورام فئة (ب، ج، د)	مراكز أورام فئة (أ+، أ)	القوى العاملة المطلوبة / كحد أدنى
٢	٦	استشاري طب الأورام
٢	٦	استشاري امراض دم
٢	٣	استشاري طب تلطيفي
	٦	استشاري طب أورام أطفال
٢	٤	استشاري علم الأمراض
٢	٤	استشاري اشعة
٢	٤	استشاري عناية مركزة
٤	٤	استشاري طب طوارئ
١	٢	استشاري جراحة
	٤	استشاري علاج اشعاعي
	٢	أخصائي أورام مسالك بولية
	٢	استشاري جراحة الرأس والرقبة
	٢	استشاري جراحة صدرية



الخطة التوظيفية

مراكز الأورام فئة (ب، ج، د)	مراكز أورام فئة (أ+، أ)	القوى العاملة المطلوبة / كحد أدنى
	٢	استشاري جراحة عظام
	٢	استشاري غدد صماء
	٢	استشاري جراحة أوعية دموية
	٢	استشاري جراحة أعصاب
	١	مكافحة عدوى
	١	علاج طبيعي
	١	علاج وظيفي
	١	نطق
١	٢	صيدلي أورام
٣	٦	فني صيدلي
١	١	أخصائي نفسي
١	١	أخصائي اجتماعي

الخطة التوظيفية

مراكز الأورام فئة (ب، ج، د)	مراكز أورام فئة (أ+، أ)	القوى العاملة المطلوبة / كحد أدنى
١	٢	مدير حالة
١	٢	أخصائي خدمة روحية
١	٢	مثقف صحي
١	٢	تسجيل أورام
١	٢	مسؤول جودة
١٠	25	تمريض

المتطلبات

قائمة الجاهزية

لا يوجد	يوجد	مراكز الأورام	الرقم
		Medical oncology	1
		Hematology ,BMT	2
		Palliative service	3
		RADIAITON oncology	4
		Pediatric hematology and oncology	5
		Surgical oncology	6
		Pharma-oncology	7
		Training program	8
		Cancer registry	9
		Chemotherapy unit	10
		Medical department support	11
		ICU department support	12
		ER department support	13
		Social work support	14
		Psychological and spiritual support	15
		dietitian support	16

المتطلبات

قائمة الجاهزية

لا يوجد	يوجد	مراكز الأورام	الرقم
		Physiotherapy support	17
		Home care support	18
		Radiology department support	19
		U/S and CT and MRI	20
		Nuclear medicine including PET SCAN	21
		Intervention service	22
		Pathology department support	23
		Molecular laboratory support	24

المتطلبات

6.1 Readiness checklist

٦,١ قائمة الجاهزية

لا يوجد	يوجد	توفير التجهيزات الخاصة بأجنحة تنويم مرضى الأورام	الرقم
		غرفة لتحضير الأدوية الكيماوية حسب المواصفات	١
		أسرة خاصة لإعطاء الجرعات الكيماوية	٢
		كراسي استراحة وملاحظة للمرضى بعد تلقي الجرعات الكيماوية	٣
		أسرة وغرف تنويم خاصة لقسم مرضى الأورام	٤
		مستلزمات للتعامل مع نفايات الأدوية الكيماوية	٥
		توفر جميع التحاليل اللازمة لتشخيص أمراض الأورام بالمختبر	٦
		توفر جميع الخدمات اللازمة لتشخيص أمراض الأورام بقسم الأشعة	٧

6.1 Readiness checklist

٦,١ قائمة الجاهزية

لا يوجد	يوجد	توفير قسم خاص لعيادات الأورام	الرقم
		عيادة التغذية	١
		عيادة النفسية	٢
		عيادة غدد صماء	٣
		عيادة تخدير	٥
		أخصائي اجتماعي	٦
		عيادة قلب	٧
		عيادة الباطنية	٨
		عيادة الجهاز التنفسي	٩
		عيادة اضطرابات النوم (انقطاع التنفس عند النوم)	١٠
		مختبر النوم	١١

6.1 Readiness checklist

٦,١ قائمة الجاهزية

الرقم	توفير قسم خاص لعيادات الأورام	يوجد	لا يوجد
١٧	استشاري قسم الأشعة عدد		
١٨	توفر جهاز الفلورسكوبي في قسم الأشعة		
١٩	وجود اشعة مقطعية		
٢٠	عدد غرف العمليات		
٢١	عدد غرف الإنعاش		
٢٢	قسم العناية عدد		
٢٣	عدد استشاري العناية		
٢٤	عدد أخصائي العناية		
٢٥	عدد الأسرة في العناية		
٢٦	عدد اسرة العزل " ضغط سلبي		
٢٧	عدد قسم مناظير الجهاز الهضمي		
٢٨	عدد استشاريين التخدير		
٢٩	المختبر (مكان سحب العينات) مناسب		
٣٠	بنك الدم مرخص وتوجد اتفاقية مع الوزارة		
٣١	العلاج الطبيعي مكتمل التجهيزات		
٣٢	المسار العلاجي والفني مكتمل		
٣٣	مستلزمات عمليات الأورام		
٣٤	التعامل مع المضاعفات (النزيف والتسريب وغيرها ...) يفي بالغرض		
٣٥	قائمة العمليات لأخر سنتين		

المتطلبات

إرشادات الممارسة السريرية

Outpatient Data Entry :

1. General Outpatient: view/edit/enter outpatient data.

(Included in Dashboard KPIs)

- If the patient didn't show at the outpatient appointment (type: Walk-in, Add-on, or Booked) the system should hide the following textboxes:

- o Time in (Visit Start)

- o Time out (Visit End)

- o Date Seen (Visit Date)

- If the new patient is seen within 2 weeks from the acceptance date, the system should automatically flag the patient with "yes" to be included in the statistics.

- In case of virtual clinic choice, the system should allow the user to specify the type of virtual clinic by displaying a dropdown list (hot line, phone call & video conference).

2. Chemo Treat Room: view/edit/enter data. (Included in Dashboard KPIs)

Inpatient Data Entry: (Included in Dashboard KPIs)

1. Add/Edit/Delete Units Data.

2. Add/Edit/View Inpatient Data.

دليل مؤشر الأداء الرئيسي

المؤشرات الإحصائية : مجموعة مؤشرات ذات طابع احصائي لا تدخل في احتساب نسب المؤشرات الرئيسية ولكنها مهمة في إيجاد قيم المؤشرات

القوى العاملة			
م	اسم المؤشر	التكرار	القياس
١	اجمالي عدد التمريض	شهري	عدد
٢	عدد التمريض المسجلين في كورسات تدريبية لهيئة التخصصات الصحية	شهري	عدد
٣	اجمالي عدد الصيادلة	شهري	عدد
٤	عدد الصيادلة المسجلين في كورسات تدريبية لهيئة التخصصات الصحية	شهري	عدد
٥	اجمالي عدد الاستشاريين المصنفين	شهري	عدد
٦	اجمالي عدد بقية الفئات	شهري	عدد
٧	عدد استشاري اورام كبار	شهري	عدد
٨	عدد استشاري امراض دم	شهري	عدد
٩	عدد استشاري الاشعاعي	شهري	عدد
١٠	عدد استشاري التلطيبي	شهري	عدد
١١	عدد استشاري أورام الأطفال	شهري	عدد

دليل مؤشر الأداء الرئيسي

المؤشرات الإحصائية : مجموعة مؤشرات ذات طابع احصائي لا تدخل في احتساب نسب المؤشرات الرئيسية ولكنها مهمة في إيجاد قيم المؤشرات

عدد الحالات			
م	اسم المؤشر	التكرار	القياس
١٢	اجمالي عدد المرضى المسجلين خلال الشهر	شهري	عدد
١٣	عدد المرضى الجدد خلال الشهر	شهري	عدد
١٤	عدد جلسات العلاج الكيماوي	شهري	عدد
١٥	عدد حالات الدخول للتنويم خلال الشهر	شهري	عدد
١٦	عدد مرضى السرطان بالمركز	شهري	عدد
١٧	عدد حالات الخروج من التنويم خلال الشهر	شهري	عدد
١٨	عدد حالات إعادة الدخول للتنويم خلال الشهر (اقل من ٣٠ يوم من تاريخ الخروج)	شهري	عدد
١٩	عدد الاحالات الخارجية	شهري	عدد
٢٠	عيادات التنقيف الطبي لمرضى السرطان	شهري	عدد
٢١	وحدات التشخيص بالمنطقة	شهري	عدد

دليل مؤشر الأداء الرئيسي

المؤشرات الاستراتيجية (الإشرافية) : مجموعة مؤشرات ذات طابع استراتيجي وترتبط بها المؤشرات التشغيلية ، ويتم عن طريق هذه المؤشرات الاستراتيجية وضع نسب ونطاقات تهدف الى مراقبة المؤشرات التشغيلية ، وتكون هذه المؤشرات من مهام الإدارة العامة بالوزارة لمراقبة الأداء .

تسهيل الحصول على الخدمة الصحية (٧٥%)				
م	اسم المؤشر	تعريف المؤشر (المعادلة)	التكرار	القياس
١	متوسط مدة الانتظار للحصول على الخدمة	تحسب المدة من تسجيل الاحالة في النظام حتى الدخول على الاستشاري لتقييم الحالة	شهري	نسبة
٢	نسبة الاحالات الخارجية من اجمالي عدد الحالات بالشهر	اجمالي عدد المرضى خلال الشهر / اجمالي عدد الاحالات الخارجية للمركز * ١٠٠	شهري	نسبة
٣	توفر خدمات المختبر	تحسب النسبة من قائمة توفر الفحوصات الرئيسية للأورام حسب الدليل التعريفي	شهري	نسبة
٤	توفر خدمات الأشعة	تحسب النسبة من القائمة الرئيسية لتوفر فحوصات الاشعة حسب الدليل التعريفي	شهري	نسبة
٥	توفر الأدوية	تحسب النسبة من القائمة الرئيسية لتوفر الأدوية الأساسية حسب الدليل التعريفي	شهري	نسبة
٦	تجربة المريض	يمكن الحصول على النسبة من تقرير تجربة المريض الشهري	شهري	نسبة

دليل مؤشر الأداء الرئيسي

المؤشرات الاستراتيجية (الإشرافية) : مجموعة مؤشرات ذات طابع استراتيجي وترتبط بها المؤشرات التشغيلية ، ويتم عن طريق هذه المؤشرات الاستراتيجية وضع نسب ونطاقات تهدف الى مراقبة المؤشرات التشغيلية ، وتكون هذه المؤشرات من مهام الإدارة العامة بالوزارة لمراقبة الأداء .

تحسين جودة وكفاءة الخدمات الصحية (٢٥%)				
م	اسم المؤشر	تعريف المؤشر (المعادلة)	التكرار	القياس
١	نسبة التمريض المسجلين في كورسات تدريبية للأورام	عدد التمريض المسجلين في الكورسات / اجمالي عدد التمريض بالمركز * ١٠٠	شهري	نسبة
٢	نسبة الصيادلة المسجلين في كورسات تدريبية للأورام	عدد الصيادلة المسجلين في الكورسات / اجمالي عدد الصيادلة بالمركز * ١٠٠	شهري	نسبة
٣	نسبة إعادة التنويم للمرضى المخرجين من اقسام التنويم	عدد المرضى الذين تم إعادة تنويمهم بعد الخروج باقل من ٣٠ يوم / اجمالي عدد الخروج للمرضى خلال الشهر * ١٠٠	شهري	نسبة
٤	نسبة المرضى المصابين بالسرطان الذين تم عرضهم على الفريق العلاجي المشترك لهذه الحالات	عدد المرضى الذين تم مناقشتهم من خلال الفريق المشترك / عدد المرضى المصابين بالسرطان المطلوب عرضهم على الفريق المشترك * ١٠٠	شهري	نسبة