

St. Joseph Hospital Cancer Institute

Physician Conditions of Participation

A. PREAMBLE

The vision of St. Joseph Hospital Cancer Institute is to attain the highest level of clinical excellence while providing an exceptional patient experience. To realize this vision, a true partnership must exist among the Hospital and the physician members of the Cancer Institute. In recognition of Members' clinical expertise, shared information contributing to measurable and desirable patient and performance outcomes, and physician actions resulting in achievement of the exceptional patient experience (as delineated through the following criteria); St. Joseph Hospital commits programmatic resources to Members in the form of marketing and website promotion; patient and program staff and resources, and clinical research support.

HOSPITAL PROVIDED SERVICES AND SUPPORT

1. Research

- a. Identification of appropriate clinical trial studies for consideration.
- b. IRB document preparation including safety reports, closures and annual renewals.
- c. Development and administration of research contracts.
- d. Compliance with study data reporting and follow-up requirements.
- e. Study monitoring for investigator and patient protocol compliance.

2. Advanced technology, equipment and innovation.

- a. Development of selection criteria and prioritization for potential acquisition of equipment and technology.
- b. Provision of staff resources and support for fiscal evaluation, project development and implementation.

3. Cancer Institute Marketing

- a. Website promotion of Cancer Institute and its programs including participating physician team members.
- b. Provision of educational materials regarding available healthcare resources within the Cancer Institute for cancer patients.
- c. Creation and distribution of Cancer Institute marketing materials.
- d. Provision of annually updated marketing plan for each Cancer Institute Program.

4. Business Development

- a. Sponsor annually no less than ten (10) meetings per Cancer Institute Program with community physicians to promote the Cancer Institute.
- b. Sponsor bi-annually no less than one promotional event with key area employers to promote the Cancer Institute.
- c. Develop a Cancer Institute Resource Guide to be updated with new services and at least annually.
- d. Develop business development plan for each Cancer Institute Program, to be updated annually.

5. Case Conferences

- a. Priority status for case presentation among Cancer Institute participating physicians.
- b. Coordination of imaging and pathology support, as appropriate.
- c. CME units for conferences meeting education requirements.
- d. Refreshments and audio-visual support.

6. Outcomes and Registry

- a. Reporting of newly diagnosed cases to fulfill physician cancer reporting requirements to the State of California (on the condition that participating physician supplies the Hospital with the necessary data).
- b. Outcomes reporting utilizing physician- supplied, hospital, State and national data.

7. Program Support Staff

- a. Coordinators
- b. Others as appropriate

8. Leadership and education meeting opportunities

B. PHYSICIAN PROVIDED SUPPORT

Participants in the Cancer Institute:

- a. Board Certified or eligible in appropriate specialty;
- b. member in good standing of the Hospital active medical staff;
- c. attends 30% or more of Department (General) Cancer Conferences and/or Site-specific conferences (*subject to Site-specific team requirements*);
- d. contribute to study selection and accrual for cancer-related clinical trials;
- e. complete the National Institutes of Health sponsored online course, Human Participants Protection Education for Research Teams;
- f. participate in local, regional or national cancer organizations or committees (ACOS, Society of Surgical Oncology, NCI Cooperative Groups, ASCO, ASTRO);
- g. support Hospital's commitment to a strong national reputation through publications and presentations at regional and national oncology conferences;
- h. participate with other oncology team members in the multidisciplinary approach to cancer treatment and other supportive care services (i.e., psychosocial assessment, counseling and support groups, nutrition assessment and counseling, integrative medicine, palliative care, hospice and patient education);
- i. use best efforts to see Institute-referred patients within one (1) week, if known neoplasm (*superceded by Site-specific team requirements if requirements stipulate patient to be seen earlier*);
- j. provide verbal consults with a referring physician within the same business day, if requested;
- k. provide second opinions at the request of patients or referring physicians;
- l. discuss appropriate treatment options with patients;
- m. provide data and clinical information to support Cancer Institute efforts;
- n. provides Cancer Registry with timely patient information on newly diagnosed patients as well as annual treatment and status information;
- o. maintain communication with the primary care or referring physician throughout patient diagnosis and treatment, and provide timely follow-up communication regarding patient recommendations, treatment status and outcomes;
- p. facilitate timely patient return and coordination of follow-up care in collaboration with the primary care or treating physician;
- q. accept, on a fair and proportional basis with other participating physicians, any patients from the Cancer Institute's Program Coordinator, the Hospital's Call Center and La Amistad de Jose Family Health Clinic;

- r. utilize Hospital cancer screening and treatment guidelines; contribute clinical information to demonstrate guideline compliance, outcomes and quality of care;
- s. participate in routine review of cancer outcomes and recommend improvements; and
- t. participate in at least one (1) performance improvement activity and/or at least one (1) patient satisfaction improvement initiative annually.

SITE-SPECIFIC PROGRAM CRITERIA ATTACHMENT A

Members of the Lung Program:

- Participate in at least 50 % of Lung Patient Management Conferences;
- Present at least five patient cases per year at the Lung patient Management Conference;
- See referred patients within 2 weekdays, if known malignant neoplasm or referred by Lung Program Coordinator;
- Work and communicates with the Lung Program Coordinator;
- Utilize SJO approved Lung cancer Program Guidelines; and
- Cooperate with chart reviews to assess Program Guideline compliance.

Members of the Breast Program:

- Participate in at least 50 % of Breast Pre-Treatment Management Conferences;
- Present at least 5 patient cases per year at the Breast Patient Management Conference, and
- See referred patients within 2 weekdays, if known malignant neoplasm.

Members of the Head and Neck Program:

- No additional requirements

Affiliate Members of the Head and Neck Program (Criteria Pending)

Members of the Colorectal Program:

- See referred patients within 1 week, if known malignant neoplasm.
- Attend 50% of Site-specific case conferences.

Members of the Prostate Cancer Program

- Attend at least 50% (in any combination) of the following 18 meetings:
 - Multi-disciplinary Cancer Conference– scheduled on the second Thursday of each month.
 - Urology Journal Club – scheduled on first Wednesday or Thursday evening of each *even* month.
- Participates in Annual Guidelines Update and Utilization
- Utilizes Biopsy protocol that includes: 10 to 12 core specimens; Minimum of 6 jars; Peri-prostatic analgesia

Members of the Melanoma Program:

- Participate in at least 3 events per year from the following by:
 - Attending the Monthly Melanoma Program Committee meeting
 - Attending the Annual Melanoma Symposium
 - Presenting at the Annual Melanoma Symposium
 - Presenting at the Melanoma Support Group meeting
 - Attending the Monthly Melanoma Cancer Conference
 - Presenting at a St. Joseph Hospital sponsored community education lecture regarding melanoma

Affiliate Members of the Melanoma Program:

- Participate in at least 3 events per year from the following by:
 - Attending the Monthly Melanoma Program Committee meeting
 - Attending the Annual Melanoma Symposium
 - Presenting at the Annual Melanoma Symposium
 - Presenting at the Melanoma Support Group meeting
 - Attending the Monthly Melanoma Cancer Conference
 - Presenting at a St. Joseph Hospital sponsored community education lecture regarding melanoma

Members of the Cancer Genetics Program:

- Obtain appropriate cancer genetics training
 - Genetics Fellowship, **OR**
 - City of Hope or equivalent Intensive Training Course in Cancer Genetics, **OR**
 - Completion of relevant components of the ASCO Cancer Genetics Curriculum
- Participate in at least 6 applicable case conferences per year:
 - City of Hope Cancer Genetics Case Conference, **OR**
 - Breast: 1st, 3rd, 4th, (5th) Tuesday of every month 10-12
 - CRC: 2nd Tuesday of every month 11:30-1:00
 - Present 6 cancer genetics cases at the applicable SJO Tumor Board
- Obtain at least 5 hours of CME annually related to Cancer Genetics
- Participate in Annual Guidelines Update and Utilization Review
- Collaborate with the Program Genetic Counselors in genetic test results disclosure consultation and consultation reports