TARGET AUDIENCE
Referrers to the Colorectal service

PURPOSE
- To assist health professionals with the referral process.
- To ensure all relevant clinical and administrative information accompanies referrals to ensure timely referral processing.

COLORECTAL SERVICE: REFERRAL REQUIREMENTS
- A completed Peter Mac referral form, addressed to a named clinician – referral form and further information available at www.petermac.org/referrals
  - Colorectal
    - Carcinoembryonic Antigen screening (CEA), Faecal Occult Blood Testing results, Liver Function Test [LFTs], FBE
    - If completed staging CT- Chest/Abdomen/Pelvis, endoscopy and biopsy results
  - Anal
    - Endoscopy report and pathology, Biopsy-histopathology (if available)
  - Hepatobiliary/ Liver metastases
    - LFT’s, Tumour Markers- CA 19.9, Endoscopic ultrasound (EUS)
    - If completed CT Scan Chest/ Abdomen / Pelvis, Biopsy Result

THE COLORECTAL SERVICE RUNS CLINICS AT THE PARKVILLE CAMPUS
- Urgency and clinic allocation are determined by referral content; all referrals will be triaged within 48 hours.
- All new patient referrals are assessed by multi-disciplinary teams.
- Referral forms must include all requested information and patients should bring, wherever possible, copies of any diagnostic imaging, preferably on CD, to their first appointment.
- For all appointment enquiries, or if you are concerned with the appointment time allocated to your patient, phone Patient Registrations on 03 8559 5020 or email referrals@petermac.org
REQUESTING A SECOND OPINION

Please clearly state on the referral form that you are requesting a second opinion and provide a comprehensive summary of all previous treatment including copies of correspondence from previous treating specialists, operation notes, scan reports etc.

FOR ALL COLORECTAL SERVICE ENQUIRIES, CONTACT

For general enquiries please contact the Colorectal tumours stream administrator:
Phone: 03 8559 7584 or 03 8559 7585

For clinical enquiries contact the appropriate Nurse coordinator
Claire Scott
Nurse Coordinator: Colorectal Service
Phone: 03 8559 5000 (Switch)
Pager: 1110020
Email: claire.scott@petermac.org

AUTHORISED BY

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AUTHOR/CONTRIBUTORS

Claire Scott, June 2016