

REFERRAL GUIDELINE

NEURO-ONCOLOGY SERVICE

DIRECTOR: ASSOCIATE PROFESSOR KATE DRUMMOND

TARGET AUDIENCE

Referrers to the Neuro-Oncology 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.

NEURO-ONCOLOGY 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
- Current medication list.
- All relevant diagnostic imaging CD's and reports.
- Histopathology reports.
- Please advise if your patient requires accommodation.

NEURO-ONCOLOGY SERVICE CLINICS RUN AT PARKVILLE EACH MONDAY (RMH) AND THURSDAY (PMC) MORNING

FOR URGENT APPOINTMENTS FOR NEUROSURGERY, A/PROF DRUMMOND CAN BE CONTACTED VIA THE HOSPITAL SWITCHBOARD (03 93427000)

- 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 NEURO-ONCOLOGY SERVICE ENQUIRIES, CONTACT

For general enquiries please contact the Neuro-oncology tumours stream administrator:

Phone: 03 8559 7583

For clinical enquiries contact the appropriate Nurse coordinator

Pauline Betson (not available Mondays)

Nurse Coordinator: Neuro-Oncology Service

Phone: 03 8559 5000 (Switch)

Pager: 1110126

Email: pauline.betson@petermac.org

Marcia Fleet (Mon, Tues and Thurs)

Neuro-Oncology Cancer Care Coordinator

Mobile Phone: 0422 064 210

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Email: marcia.fleet@mh.org.au

AUTHORISED BY

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AUTHOR/CONTRIBUTORS

Pauline Betson, June 2016