



Catalan Clinical Audit  
Network for Quality Improvement  
in Radiotherapy

# Patient related procedures checklists

Clinical Audits in Radiation Oncology: Training for Auditors and Auditees

Day 3 (12/06/2025)

Aude Vaandering



Co-funded by  
the European Union

**CAT·ClnART**



### On-site audit methodology

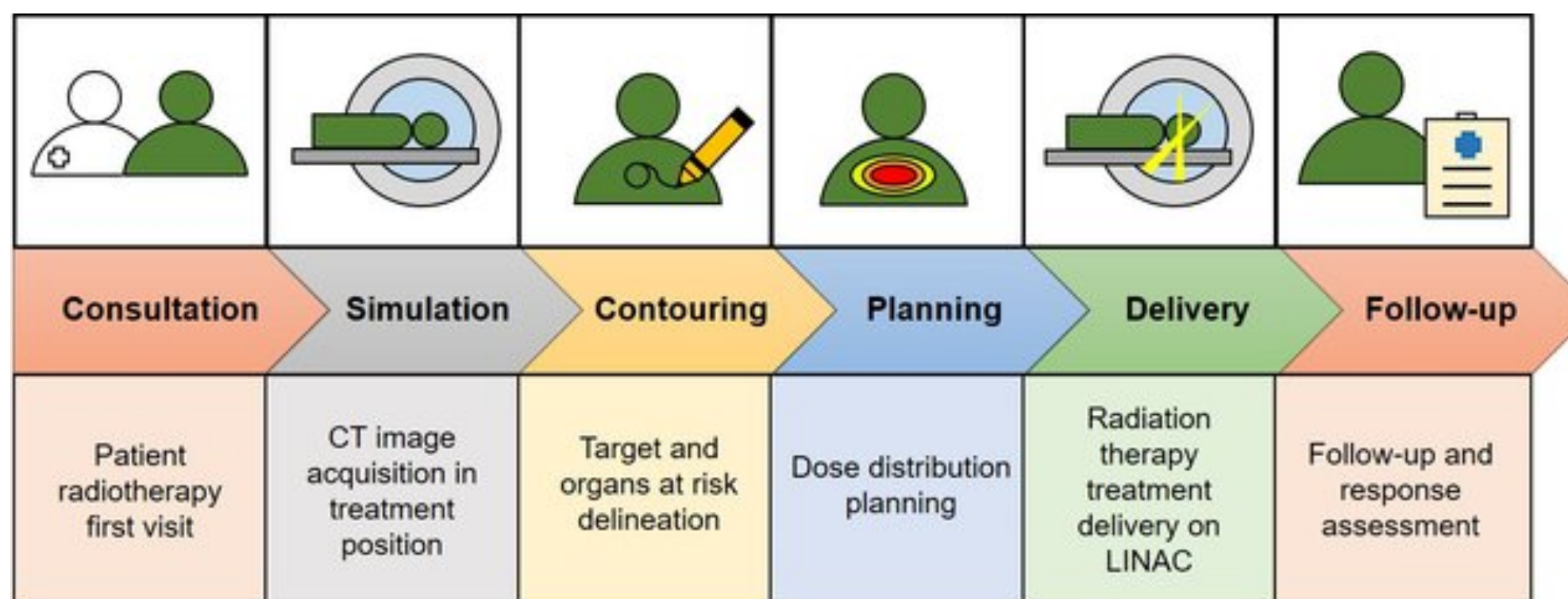
How are the audits carried out? What do the auditors/auditees need to do?



- Going through the patient related checklists

# Patient-related checklist

*Aim: To observe and evaluate all the steps and processes involved in the clinical workflow that start from when the patient is diagnosed to when he/she finishes his/her treatment. This includes post-treatment follow-up.*

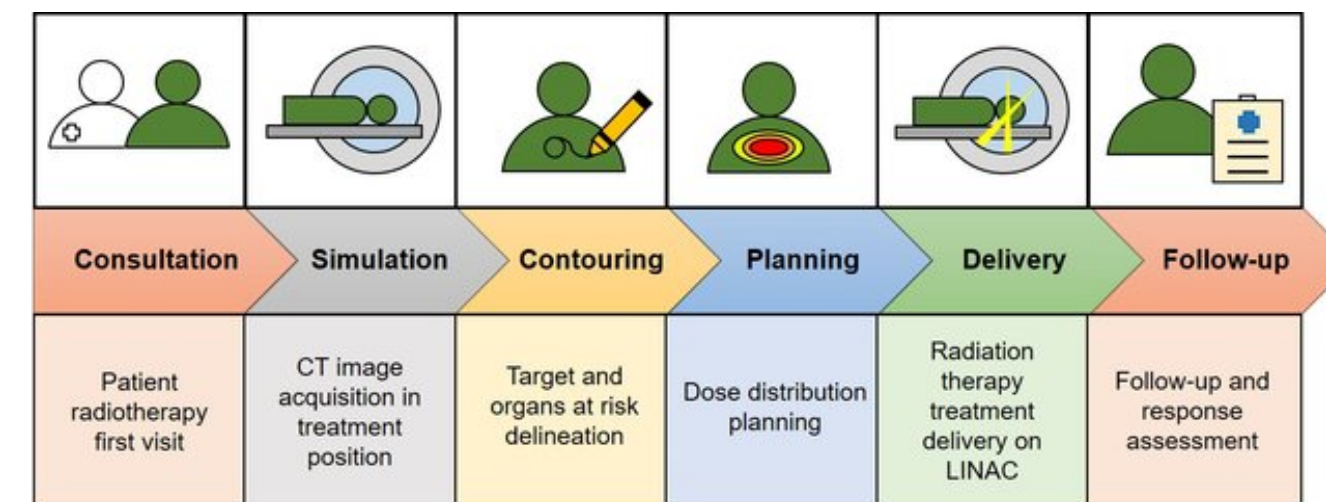


# Patient-related checklist

→ One checklist (and global evaluation) per sub-process

- Patient assessment
- Access to diagnostic procedures
- Multidisciplinary Medical Approach
- Practice guidelines
- Research & Clinical trials
- Patient information and consent
- Treatment preparation and image acquisition infrastructure
- Simulation procedures
- Simulation workflow
- Generation of target volume and OAR delineations

- Treatment prescription
- Treatment planning
- Pre-treatment checks
- Patient identification on a daily basis
- Patient set up and set up verification
- Treatment delivery
- Professional behaviour
- Documentation of treatment summary
- Patient follow-up



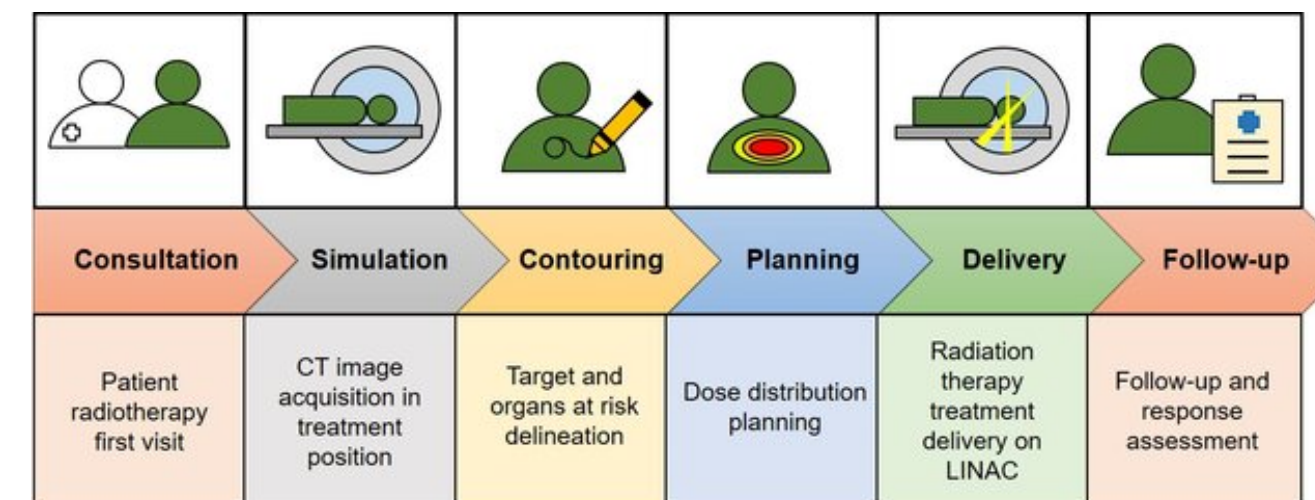
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→ Also have a look at the RTT specific checklist?





# • Treatment delivery

## CHECKLIST 17. Treatment Delivery

Items to be reviewed by the auditor	YES	In progress	NO	N/A
Is sufficient time allocated for all treatment sessions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are these durations regularly reviewed/adapted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a formal policy for handling planned interruptions in treatment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a formal policy for handling unplanned interruptions in treatment (ex: machine breakdown, ...)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a formal policy for handling no-shows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a clear clinical workflow for re-simulation/re-planification of patients?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How are plan changes communicated to all involved members of the RT team?				

Checklist 17	Treatment delivery			
	Department's self-assessment		Auditors' assessment	
Items to be reviewed	Evaluation	Comments	Evaluation	Comments
Is sufficient time allocated for all treatment sessions?				
Are these durations regularly reviewed/adapted?				
Is there a formal policy for handling planned interruptions in treatment?				
Is there a formal policy for handling unplanned interruptions in treatment (ex: machine breakdown, ...)?				
Is there a formal policy for handling no-shows?				
Is there a clear clinical workflow for re-simulation/re-planification of patients?				
How are plan changes communicated to all involved members of the RT team?				
If more than one work shift, is there a formal change-over protocol?				
Does a change in RTT teams occur during the treatment delivery of one patient?				
Are all patients clinically reviewed during treatment?				
If so, how frequently?				
By whom :				
Radiation oncologist				
RTT				
Specialist nurse				
Other (specify)				

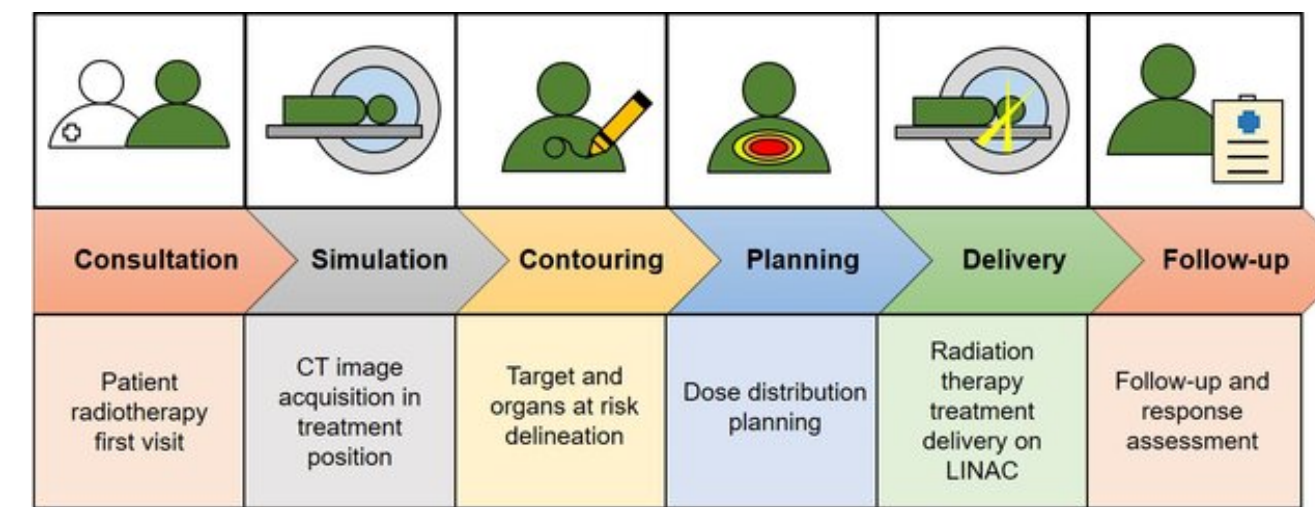
→ Team based review

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Any Questions?