

HIM-2871: PROFESSIONAL PRACTICE EXPERIENCE FOR ONCOLOGY DATA SPECIALISTS

Cuyahoga Community College

Viewing: HIM-2871 : Professional Practice Experience for Oncology Data Specialists

Board of Trustees:

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Academic Term:

Fall 2024

Subject Code

HIM - Health Information Management

Course Number:

2871

Title:

Professional Practice Experience for Oncology Data Specialists

Catalog Description:

The professional practice experience is based on five core competencies. These competencies are derived from the ODS Oncology Data Specialist exam's domains of practice. These activities focus on developing skills in the following critical knowledge areas: casefinding; abstracting, coding, and staging; analysis and data usage; registry organization; follow-up, and data quality assurance; and cancer program accreditation. All students are required to pass NCRA's online professional practice assessments for each of the five competencies to complete the professional experience.

Credit Hour(s):

3

Lecture Hour(s):

1

Lab Hour(s):

4

Requisites

Prerequisite and Corequisite

HIM-2560 Oncology Database and Manuals, and departmental approval: admission to program.

Outcomes

Course Outcome(s):

Apply technical knowledge and skills to code, register and track cancer patients in accordance with department procedures and rules for all applicable reporting institutions.

Objective(s):

1. Assign or verify the patient registry number for assigned patients upon admission to the registry in accordance with given policy and procedures.
2. Using the appropriate procedure manual, accurately complete patient cancer abstracts (or equivalent task) representing varied services, exclusive of diagnostic and procedure codes.
3. Complete the assigned cancer abstracts. Sites to be emphasized in abstracts are lung, breast, colon, prostate, bladder, and the sites most common to the facility in which the student is practicing.
4. Provide documentation to ensure that the student has completed the required clinical training that includes the following eight educational components: Cancer Registry and Management; Cancer Registry Operations; Cancer Disease/Coding/Staging; Use of the International Classification of Diseases - Oncology- 3rd edition; Use of Surveillance Epidemiology and End Results Program (SEER); Use of Standards for Oncology Registry Entry (STORE) manual; Commission on Cancer (CoC) Cancer program standards;

Oncology treatment and coding using required manuals and registries; Effective Abstracting methods; Performance of Follow up, data quality and utilization; Multiple primary histology coding rules manual usage; hematopoietic database usage.

5. Participate in Cancer Committee activities, Cancer Conference, Case-Finding activities, and Central Registry operations.

Course Outcome(s):

Utilize professional behavior consistent with the environment of the affiliating institution.

Objective(s):

1. Complete assigned cancer abstracts. Sites to be emphasized in abstracts are lung, breast, colon, prostate, bladder, and the sites most common to the geographic area in which the student is practicing.
2. Provide documentation to ensure that the student has completed the required clinical training that includes the following eight educational components: Cancer Registry and Management; Cancer Registry Operations; Cancer Disease/Coding/Staging; Use of the International Classification of Diseases - Oncology- 3rd edition; Use of Surveillance Epidemiology and End Results Program (SEER); Use of Standards for Oncology Registry Entry (STORE) manual; Commission on Cancer (CoC) Cancer program standards; Oncology treatment and coding using required manuals and registries; Effective Abstracting methods; Performance of Follow up, data quality and utilization; Solid Tumor Rules manual usage; hematopoietic database usage.
3. Participate in Cancer Committee activities, Cancer Conference, Case-Finding activities, and Central Registry operations.

Course Outcome(s):

Communicate effectively in written format; specifically, this includes use of vocabulary appropriate to the topic, clarity of presentation, correct grammar, punctuation and spelling.

Objective(s):

1. Complete assigned cancer abstracts. Sites to be emphasized in abstracts are lung, breast, colon, prostate, bladder, and the sites most common to the geographic area in which the student is practicing.
2. Provide documentation to ensure that the student has completed the required clinical training that includes the following eight educational components: Cancer Registry and Management; Cancer Registry Operations; Cancer Disease/Coding/Staging; Use of the International Classification of Diseases - Oncology- 3rd edition; Use of Surveillance Epidemiology and End Results Program (SEER); Use of Standards for Oncology Registry Entry (STORE) manual; Commission on Cancer (CoC) Cancer program standards; Oncology treatment and coding using required manuals and registries; Effective Abstracting methods; Performance of Follow up, data quality and utilization; Solid Tumor Rules manual usage; hematopoietic database usage.

Course Outcome(s):

Core Competency #1: Casefinding.

Objective(s):

1. Review source documents for potentially reportable cases to enter into a suspense file.
2. Determine single versus multiple primary cancers.
3. Complete activities as assigned which have either been created by NCRA (National Cancer Registrar Association) or are available through SEER*Educate (Surveillance, Epidemiology, and End Results) at no cost to the student or program. For students at a state accredited college or university system, a ODS-certified advisor will monitor, record, and verify the student's completion of core competencies on the Professional Practice Completion Form.
4. Complete all the professional practice activities for Casefinding core competency before taking the related core competency assessment. (Students will attest to having completed those activities prior to taking the assessment.)
5. Pass the Casefinding core competency assessment on the Center for Cancer Registry Education with a grade of 70% or above.
 - a. Print the Casefinding Practicum Assessment Completion Certificate and submit to course instructor.
 - b. The certificate is required as proof of professional practice completion when applying to take the ODS exam.

Course Outcome(s):

Core Competency #2: Abstracting, Coding, and Staging.

Objective(s):

1. Complete activities as assigned which have either been created by NCRA (National Cancer Registrar Association) or are available through SEER*Educate (Surveillance, Epidemiology, and End Results) at no cost to the student or program. For students at a

state accredited college or university system, a ODS-certified advisor will monitor, record, and verify the student's completion of practicum activities on the Professional Practice Completion Form.

2. Complete all the professional practice activities for abstracting, coding, and staging core competency before taking the related core competency assessment. (Students will attest to having completed those activities prior to taking the assessment.)
3. Pass the abstracting, coding, and staging core competency assessment on the Center for Cancer Registry Education with a grade of 70% or above.
 - a. Print the Abstracting, Coding, and Staging Practicum Assessment Completion Certificate and submit to course instructor.
 - b. The certificate is required as proof of professional practice completion when applying to take the ODS exam.

Course Outcome(s):

Core Competency #3: Analysis and Data Usage.

Objective(s):

1. Complete activities as assigned which have either been created by NCRA (National Cancer Registrar Association) or are available through SEER*Educate (**S**urveillance, **E**pidemiology, and **E**nd Results) at no cost to the student or program. For students at a state accredited college or university system, a ODS-certified advisor will monitor, record, and verify the student's completion of practicum activities on the Professional Practice Completion Form.
2. Complete all the professional practice activities for analysis and data usage core competency before taking the related core competency assessment. (Students will attest to having completed those activities prior to taking the assessment.)
3. Pass the analysis and data usage core competency assessment on the Center for Cancer Registry Education with a grade of 70% or above.
 - a. Print the Analysis and Data Usage Practicum Assessment Completion Certificate and submit to course instructor.
 - b. The certificate is required as proof of professional practice completion when applying to take the ODS exam.

Course Outcome(s):

Core Competency #4: Registry Organization, Follow-Up, and Data Quality Assurance

Objective(s):

1. Complete activities as assigned which have either been created by NCRA (National Cancer Registrar Association) or are available through SEER*Educate (**S**urveillance, **E**pidemiology, and **E**nd Results) at no cost to the student or program. For students at a state accredited college or university system, a ODS-certified advisor will monitor, record, and verify the student's completion of practicum activities on the Professional Practice Completion Form.
2. Complete all the professional practice activities for Registry Organization, Follow-Up, and Data Quality Assurance core competency before taking the related core competency assessment. (Students will attest to having completed those activities prior to taking the assessment.)
3. Pass the Registry Organization, Follow-Up, and Data Quality Assurance core competency assessment on the Center for Cancer Registry Education with a grade of 70% or above.
 - a. Print the Registry Organization, Follow-Up, and Data Quality Assurance Practicum Assessment Completion Certificate and submit to course instructor.
 - b. The certificate is required as proof of professional practice completion when applying to take the ODS exam.

Course Outcome(s):

Core Competency #5: Cancer Program Accreditation.

Objective(s):

1. Complete activities as assigned which have either been created by NCRA (National Cancer Registrar Association) or are available through SEER*Educate (**S**urveillance, **E**pidemiology, and **E**nd Results) at no cost to the student or program. For students at a state accredited college or university system, a ODS-certified advisor will monitor, record, and verify the student's completion of practicum activities on the Professional Practice Completion Form.
2. Complete all the professional practice activities for Cancer Program Accreditation core competency before taking the related core competency assessment. (Students will attest to having completed those activities prior to taking the assessment.)
3. Pass the Cancer Program Accreditation core competency assessment on the Center for Cancer Registry Education with a grade of 70% or above.
 - a. Print the Cancer Program Accreditation Practicum Assessment Completion Certificate and submit to course instructor.
 - b. The certificate is required as proof of professional practice completion when applying to take the ODS exam.

Methods of Evaluation:

1. Discussions in online forums or in the classroom
2. Written and oral assignments
3. Glossary assignments
4. Cancer and diagnostic activities utilizing the internet
5. Quizzes, tests, and a final exam.

Course Content Outline:

1. Complete all professional practice assignments that will include:
 - a. Data collection and abstracting using ICD-0-3 coding
 - b. Staging cancer
 - i. Clinical Staging (CS)
 - ii. American Joint Commission on Cancer (AJCC)
 - iii. Tumor, (TNM)
 - iv. Surveillance Epidemiology and End Results (SEER) Program
 - c. Treatments
 - d. Case follow-up
 - e. Cancer Committee activities
 - f. Reporting
 - g. Quality control and management studies
 - h. Case-finding
 - i. Cancer Conference
 - j. Health Insurance Portability and Accountability Act (HIPAA)
 - k. Central Registry Operations
 - l. Electronic Health Record exposure

Resources

SEER*Educate. *Assessment for Core Competency 1: Casefinding,*

NCRA Center for Cancer Registry Education. *Assessment for Core Competency 2: Abstracting, Coding and Staging.*

SEER*Educate. *Assessment for Core Competency 3: Analysis and Data Usage,*

SEER*Educate. *Assessment for Core Competency 4: Registry Organization, Follow-Up, and Data Quality Assurance,*

SEER*Educate and NCRA's Center for Cancer Registry Education. *Assessment for Core Competency 5: Cancer Program Accreditation,*
