

Policy and Procedure

Title: Breast Work-Up Protocol (Standing Order)
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PURPOSE:

The purpose of this policy is to provide a complete breast work-up to Group Health Cooperative of South Central Wisconsin (GHC-SCW) members on the day of their medical imaging appointment

POLICY:

Radiologic Technologists and Diagnostic Medical Sonographers may do the following as directed by a Radiologist:

1. Enter breast procedure referrals such as stereotactic and ultrasound guided core biopsies without GHC-SCW MD (or Department of Family Medicine provider) co-sign.
2. Order stereotactic and ultrasound guided core biopsies on behalf of a GHC-SCW (or Department of Family Medicine) provider.
3. Add breast ultrasound examinations to diagnostic mammograms.
4. Add diagnostic mammogram examinations to breast ultrasounds.

PROCEDURE:

1. **Stereotactic and ultrasound core guided biopsy**
 - a. 1 South Park Street
 - 1) Radiologist informs patient of need for procedure.
 - 2) Referral placed in Epic by radiology staff.
 - 3) Patient scheduled with Breast Care Services Coordinator.
 - 4) Order for procedure created on behalf of the original ordering provider by radiology staff.
 - 5) Films and order transported via cab two (2) days prior to scheduled appointment.
 - 6) Procedure performed. Stereotactic procedures by a surgeon with the report generated by a radiologist, ultrasound guided core biopsies performed and reported by a radiologist.

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- 7) Results- Negative results are phoned to the patient by the Breast Care Services Coordinator. Positive results are phoned to the patient by the surgeon for stereotactic procedures and by the radiologist for ultrasound guided cores. Written reports are sent to GHC-SCW-SCW and scanned into the EPIC EMR.

b. UWHC

- 1) Radiologist informs patient of need for procedure.
- 2) Referral placed in Epic by radiology staff.
- 3) Patient is scheduled with the UWHC Breast Center.
- 4) Radiologist work up sheet is faxed to the Breast Center.
- 5) Films are transported to the Breast Center two (2) days prior to scheduled appointment.
- 6) Procedure is performed.
- 7) Results are sent to WISCR. The GHC-SCW-SCW ordering provider is responsible for communicating results to the member.

2. Breast Ultrasound following a Diagnostic Mammogram

- a. Radiologist recommends breast ultrasound.
- b. Exam is added to diagnostic mammogram order.
- c. Exam is performed.

3. Diagnostic Mammogram following a breast ultrasound

- a. Radiologist recommends a diagnostic mammogram.
- b. Exam is added to breast ultrasound order.
- c. Exam is performed.