


ACS NAPBC National Accreditation Program for Breast Centers
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Optimal Resources for Breast Care 2024: Improving Standards; Improving Quality

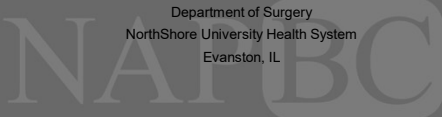
NAPBC Workshop
February 22, 2024
Austin, TX



1

Summary Guide on Protocols

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2

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Disclosures

- Nothing to Disclose



3

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What is a protocol?

- Structured and consistent process designed for operationalizing standards requirements
- Specific to the NAPBC-accredited program
 - NAPBC protocols do **not** need to be adopted hospital-wide, or as official institutional policy
 - Protocols are intended to be managed by the BPLC
 - Not a “policy or procedure” managed by the hospital or health system

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4

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What is a protocol?

- Protocols are **not** intended to replicate, reproduce, or replace clinical management guidelines
 - Protocols may need to specify **which** clinical management guidelines are used by the program, or may need to refer to the guidelines at a high level
 - But you do not need to repeat all the national guidelines in your protocol

Standard 5.1 – Screening for Breast Cancer

“NAPBC General Hospital follows screening guidelines for breast cancer provided by the American College of Radiology.”

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5

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2024 Standards – Required Protocols

NAPBC Standard	Protocol Description
Standard 2.4: Multidisciplinary Breast Care Conference	MBCC case presentation (> 250 annual analytic cases only)
Standard 4.2: Oncology Nursing Credentials	Oncology nursing competency review
Standard 5.1: Screening for Breast Cancer	Managing patients with increased breast density
Standard 5.2: Diagnostic Imaging of the Breast & Axilla	Managing patients with abnormal clinical findings
Standard 5.3: Management of Benign Breast Disease	Managing patients with benign breast disease
Standard 5.4: Management of Patients at Increased Risk	Managing patients at increased risk for breast cancer
Standard 5.5: Genetic Evaluation and Management	Managing patients for genetic evaluation

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6

NAPBC Standard	Protocol Description
Standard 5.8: Patient Navigation	Responsibilities for navigation professionals
Standard 5.9: Surgical Care	ERAS protocol
Standard 5.11: Medical Oncology	Assessment of side effects of systemic therapy
Standard 5.12: Radiation Oncology	Assessment of side effects of radiation therapy
Standards 5.9 – 5.12	Pre-treatment functional assessment
Standard 5.15: Survivorship	Persistent symptoms, function, & determinants of health
Standard 5.15: Surveillance	Disease surveillance and long-term effects of treatment

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7

Protocol Format



*These are suggestions are **recommendations, not requirements***

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8

Protocol Format

- Programs have full discretion regarding protocol format and structure
- NAPBC does not provide templates or example protocols
- Some narrative followed by table, flowchart, diagrams is fine
- 1-2 pages, length may vary; no set requirements
- Develop an institutional template
 - Quicker and easier to create and revise protocols
 - Consistent look and feel
 - More organized, more functional
 - Branded

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9

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General Tips – Protocol Format

- Consider including reference points on each protocol
 - Date first created/approved by the BPLC
 - Date most recently reviewed/approved by BPLC
 - Date/year for next BPLC review
 - Helps remind program when reviews must occur
 - Helps Site Reviewer find relevant BPLC meeting minutes during the site visit process
- Keeping previous versions/changelogs of protocols may be beneficial
 - Only the most current protocols are reviewed for standards compliance
 - Please do **not** submit previous versions with the Pre-Review Questionnaire

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10

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Protocol Content

- Required elements for each protocol are outlined in each standard
- Evaluation of protocol compliance:
 - Addressing each required element
 - Protocol implementation
 - Program adherence to the protocol
 - Documentation of required review by the BPLC, if applicable
- Clearly and succinctly describe how the required elements are managed

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11

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General Tips – Protocol Content

- Consider outlining BPLC processes and/or patient throughput
 - Focus on the aspect of care addressed by the protocol
 - **Start:** Patient arrives for screening mammogram
 - **End:** Patient receives mammogram results
 - List the sequence of events along the way
 - Points of interaction with providers/staff
 - Required actions/decisions made at each step
 - Ensure all required elements in the standard are addressed
- A qualified healthcare provider should be able to read the protocol and understand the process for patient management

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12

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General Tips – Protocol Format

- Affiliated programs in a health system **may** create shared protocols (optional)
 - If shared protocols are used:
 - They must identify each accredited program using the protocol, or create copies stylized for each specific program
 - Program name
 - Location/address
 - Staff
 - Any other unique differences
 - Shared protocols must be adjusted for any program-specific variations in patient management or internal processes
 - Shared protocols must be approved by each BPLC

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13

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Resources for Protocol Development

- *Optimal Resources for Breast Care (2024 Standards)*
- **2024 NAPBC Standards Frequently Asked Questions**
 - Available in the Quality Portal → Resources → 2024 NAPBC Standards

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14

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Key Takeaways

- Protocols are structured and consistent processes designed for operationalizing standards requirements
 - Specific to the NAPBC-accredited program
- Protocols are **not** intended to replicate, reproduce, or replace clinical management guidelines
- Programs have full discretion regarding protocol format and structure
- Utilize different formats depending on content/intended use
- Required elements for each protocol are outlined in each standard
- Clearly and succinctly describe how the required elements are managed

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15

Questions?

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