

Please note the local reference for this work instruction is WISSP1.10

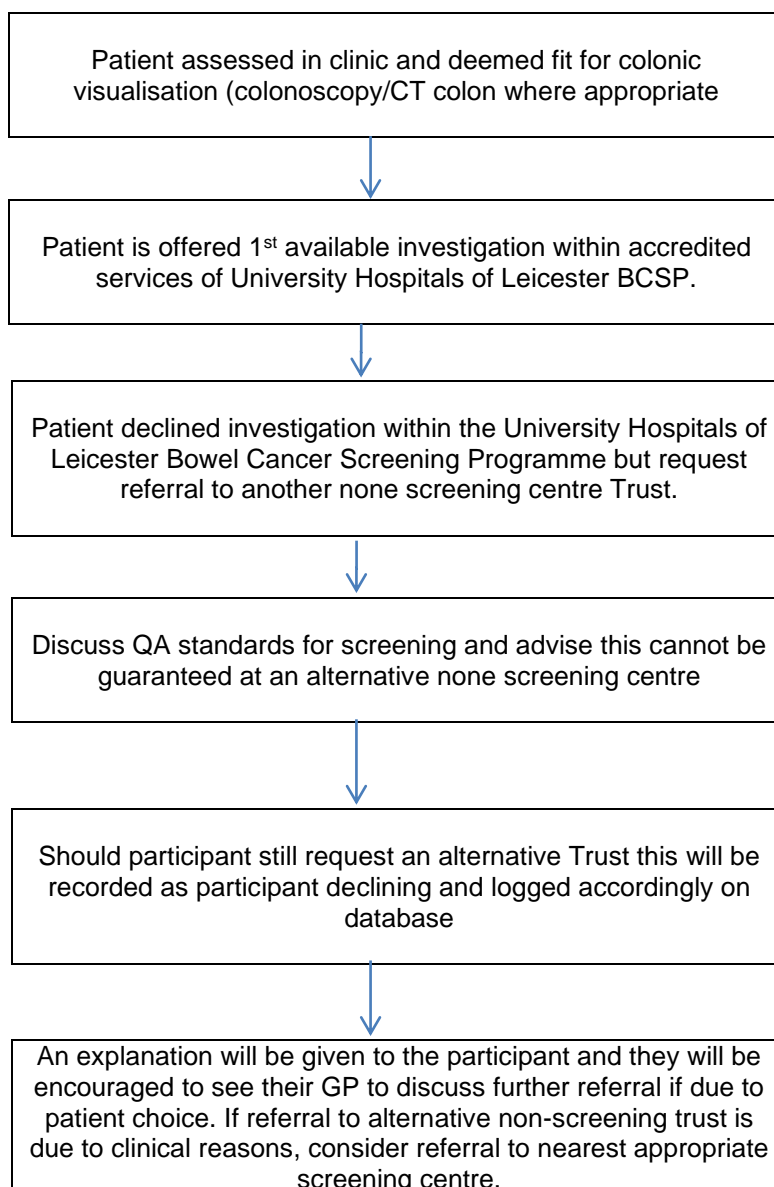
### **1. Introduction and Who Guideline applies to**

This work instruction is to confirm the process and roles of all staff involved in Bowel Cancer Screening (BCS) who at 1<sup>st</sup> positive appointment clinic are asked by the patient if they can attend an alternative Hospital that is a non-screening Trust.

This mostly happens because the patient lives in area where an alternative Hospital may be easier to access or they have had most other treatments there but due to their postal address they are allocated to UHL Screening centre.

### **2. Guideline Standards and Procedures**

Patients who wish to be investigated at another Trust that is not a screening centre for an initial colonoscopy will be given advice regarding the QA standards for a screening colonoscopy and how this cannot be guaranteed elsewhere. They will be considered as declining further investigation, encouraged to discuss this with their GP and all screening activities will be as above.



### **3. Education and Training**

All screening staff made aware of SOPS and Work Instructions on induction and any changes/reviews are fed back to the team via email and at team meetings. Access to QMS.

### **4. Monitoring Compliance**

<b>What will be measured to monitor compliance</b>	<b>How will compliance be monitored</b>	<b>Monitoring Lead</b>	<b>Frequency</b>	<b>Reporting arrangements</b>
Decline investigation	Audit	A Bonner	Annual	BCS Annual audit meeting

### **5. Supporting References (maximum of 3)**

Bowel Cancer screening Service Specification No26

QA standards

### **6. Key Words**

Bowel cancer screening, referral

<b>CONTACT AND REVIEW DETAILS</b>	
<b>Guideline Lead</b> Claire Almen and Amanda Smith, Lead Specialist Screening Practitioners, UHL Bowel Cancer Screening	<b>Executive Lead</b> Alex Bonner UHL Bowel Cancer Screening Manager
<b>Details of Changes made during review:</b> General update on process from local work instruction to Trust format	