

Acute Health Services

Form S8 Part 2: Radiotherapy Services
—New Courses

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Reporting Requirements

Agencies that operate radiotherapy services are required to submit a summary of total treatment courses for each site. This information will assist with service planning.

The data to be collected includes:

- Number of courses commenced as an inpatient by patient type and by site; and
- Number of courses commenced as a non-admitted by patient type and by site.

A separate count of courses is required for public patients, Department of Veterans' Affairs patients and other private patients.

Only operators of the radiotherapy services are required to submit the data however data should be reported according to the clinic site where the service is provided.

Return of Forms

Hospitals are to submit data to the department via the AIMS OnLine Entry System by the *15th day* following the end of each month. A tick in the Completed field indicates the form is complete with all validation rules satisfied and appropriate approvals for release obtained.

Printouts of the original signed forms must be retained by the hospital and be available to officers of the Department upon request.

Correction of Forms

Where an error is detected for any data item previously submitted to the Department, then a correction must be submitted. A correction can be made at any time during the reporting year.