



THE NATIONAL PANCREAS FOUNDATION CENTER AUDIT FORM

The National Pancreas Foundation (NPF) was founded as a nonprofit 501(c)(3) organization in 1997. Since that time, we have made it our mission to significantly influence the pancreatic research community and provide much needed information and resources to patients who are courageously battling pancreatic disease.

REPORTING CAPABILITIES AND RESPONSIBILITIES

1. There must be a designated point of contact with the NPF. This can be the Program Director or designee
2. The institution must agree to participate in or raise awareness for the NPF's National Patient Registry. The institution may actively participate in the NPF Registry by entering patient data or by making NPF Registry pamphlets available to encourage patient entry of their information through the patient portal.
3. The institution agrees to co-market the program
4. The institution agrees to highlight the certification on their website with mutual links to the NPF website and distribution of NPF brochures to patients.
5. The institution must sign the NPF audit form either electronically or in person and complete a 3-5 year follow up unless the NPF determines that staffing or institutional changes require an earlier audit.

PROGRAM DIRECTOR QUALIFICATIONS AND RESPONSIBILITIES

Qualifications

The Program Director should be a board certified/board eligible physician with a focus in pancreatic cancer.

Responsibilities

1. Provides quality assurance and oversight for operations of the NPF Center Program.
2. Assures the institution is providing adequate facilities and ancillary support to the NPF Centers Program.
3. Assures that all NPF Centers Program team personnel (physician and non-physician) are of the highest quality and continually strive to improve their expertise in the area of pancreatic disease.
4. Assures that all aspects of the agreement with the NPF Center are met.
5. Assures that the personnel time allotted to the care of patients with pancreatic disease is appropriate for the patient population.
6. Coordinates plans with other Program Directors or appropriate personnel when it is necessary for emergency, tertiary care, or care that is out of the scope of the center.

Please check for acceptance of these terms



**NATIONAL PANCREAS
FOUNDATION CENTER**

I. Organization/Facility Information

Organization/Facility Name

Full Mailing Address

Program Director Name, Title

Program Director Email Address

Program Director Phone

Primary Point of Contact if different from Program Director

Point of Contact Email Address

Point of Contact Phone

If approved to be an NPF Center, NPF will provide a link from its website to the following URL

Phone Number for Appointments (will be listed on NPF site)

II. Designated Core Personnel

Must have a multidisciplinary approach to patient care with on-site access to the following core personnel:

Program Director

The Program Director should be a board certified/board eligible physician with a focus in pancreatic cancer. Other requirements are stipulated on the first page of this application.

Physician name and comments

Medical Oncologist

At least two with primary practice in gastrointestinal cancers including expertise in pancreatic/hepatobiliary malignancies

Physician name and comments

Pathologist with expertise in gastrointestinal malignancies

Physician name and comments

Radiation oncologist

Physician name and comments



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Diagnostic radiologist with an expertise in pancreatic diseases

Physician name and comments

Interventional radiologist

Physician name and comments

Pancreatic/hepatobiliary surgeons

The surgery center must have at least two surgeons. The center must have experience/expertise in complex pancreatic operations (must perform a minimum of 20 pancreas resections a year for 3 consecutive years).

Physicians' names and comments

Gastroenterologist

One experienced in therapeutic endoscopy, including EUS and ERCP (must have minimum 5 years' of experience).

Physician name and comments

III. Special Expertise and Services. Must have access to the following personnel via on-site access or an established and ongoing referral relationship.

Clinical trials

Have clinical trials available for pancreatic cancer and have access to an IRB (Institutional Review Board) for research. Institutions should be aware of the complete clinical trial landscape and what might be available at other institutions.

Comments

Psychosocial support/social work

The patient will have access to a patient support network which may include support groups, social worker access, and/or a psychiatrist.

Comments

Palliative care program

Palliative care program to include symptom management, pain management, hospice services and other supportive services (palliative care measures must be defined below). Program should follow the NCCN Guidelines.

Please explain how you meet this criteria

Dietitian / nutrition support

Registered Dietitian Nutritionist with credentials of RD or RDN available

Comments



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Electronic Medical Records

EMRs to include imaging, labs, and prescriptions

Comments

The Institution holds multidisciplinary meetings in pancreatic disease

Comments

IV. Other

The institution should be in good standing by The Joint Commission on Accreditation of Healthcare Organizations (JCAHO).

Comments

The institution should have regular interdisciplinary Tumor Board meetings

Comments

The Institution is interested in either forming or supporting an existing NPF State Chapter

Comments

Patients have access to the NPF Animated Pancreas Patient

Comments

IV. Optional

Patient/Nurse Navigator (Individual(s) who helps guide patients through the health care system

Please explain how you meet this criteria

If an institution does not have a specific service or advanced capability, a specific referral plan can be submitted for qualification or a detailed description of their programs and services may be submitted for consideration.

Electronic Signature of Program Director

Date

For official use only

Approved By

Date