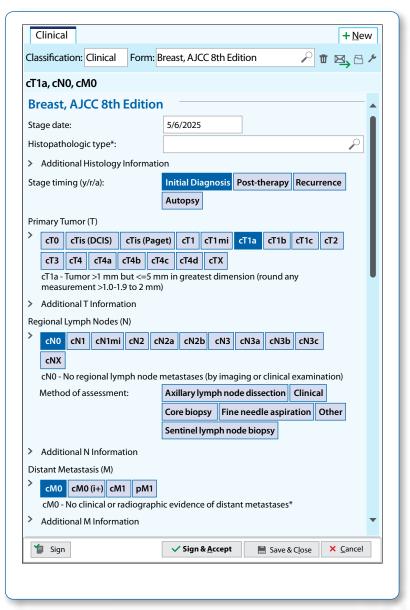
BEST PRACTICES FOR DOCUMENTING TUMOR AND NODAL STAGING IN EPIC

INSTRUCTIONS

This guide provides information on documentation best practices for entering staging information into the Epic electronic health record (EHR). Discrete documentation is strongly recommended to facilitate care coordination, enhance reporting capabilities, and use other advanced features. If cancer staging documentation is unavailable in your EHR system, please work directly with your help desk to gain access.

Standardized Cancer Staging Fields

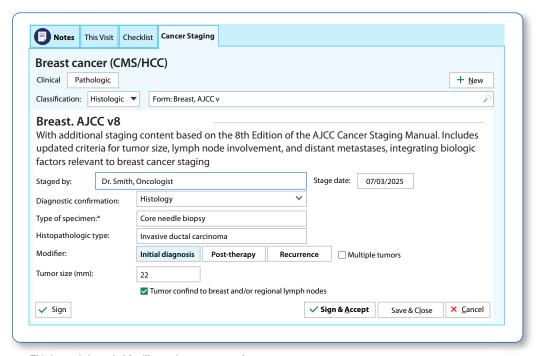


This image is intended for illustrative purposes only.



BEST PRACTICES FOR DOCUMENTING TUMOR AND NODAL STAGING IN EPIC (continued)

- Ensure staging information is entered using the American Joint Committee on Cancer (AJCC) or Tumor, Node, Metastasis (TNM) staging system.
- Enter the Primary Tumor (T), Regional Lymph Nodes (N), and Distant Metastases (M) accurately.
- Document **Grade**, **Histology**, **and Biomarkers** in structured fields when available.
- It is highly encouraged to document staging information over time:
 - Document Clinical Staging (cTNM) before treatment.
 - Update with Pathologic Staging (pTNM) after biopsy/surgery.
 - Include Restaging (rTNM) and Post-Treatment Staging (ypTNM) when needed.



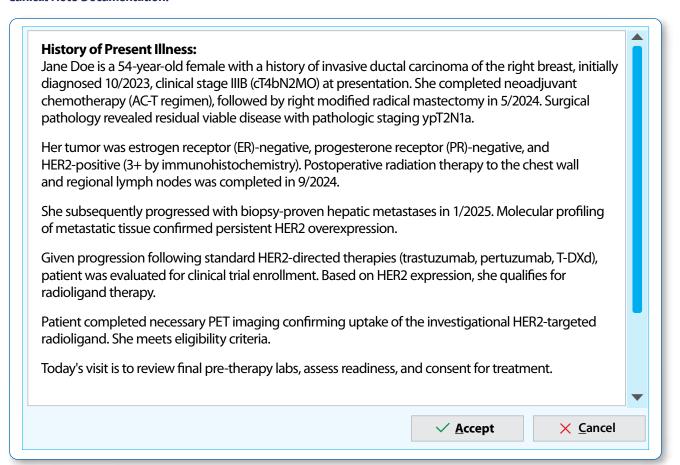
This image is intended for illustrative purposes only.

• Problem List Updates: Ensure the cancer diagnosis and staging are updated in the Problem List to maintain visibility across encounters.



BEST PRACTICES FOR DOCUMENTING TUMOR AND NODAL STAGING IN EPIC (continued)

Clinical Note Documentation:



This image is intended for illustrative purposes only.

• The use of SmartPhrases (.TNMSTAGING) is highly encouraged to facilitate streamlined documentation of staging information. Additionally, creating custom SmartText templates can help with documentation efficiency and can include SmartPhrases.

Novartis is not responsible for the implementation, testing, and ongoing operation of any EHR tools. If you have any guestions pertaining to the use of these guides, please refer to your internal Information Technology/Information Systems (IT/IS) department. These tools are not designed for, and have not been demonstrated to meet, any accreditation requirements. The instructions included in this brochure are applicable to the Epic platform and are not guaranteed to work for any other software platforms. Epic is a registered trademark of Epic Systems Corporation.

For more information on how the Novartis Health Information Technology (HIT) Team can collaborate with your organization to identify shared priorities, please email: HIT.Novartis@novartis.com

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