

Course discipline/number/title: HIMC 2115: Cancer Registry Operations

- A. CATALOG DESCRIPTION
1. Credits: 3
 2. Hours/Week: 3
 3. Prerequisites (Course discipline/number): None
 4. Other requirements:
 5. MnTC Goals (if any): NA
- B. COURSE DESCRIPTION: This course provides an in-depth picture of the systematic processes used in the daily operations of a cancer registry. These processes include identification of cases, coding, maintaining quality, as well as lifetime follow-up and the role these elements play in providing data for analysis. The focus will be on case eligibility requirements for state and national standards as well as the voluntary standards for accredited cancer programs of the American College of Surgeons Commission on Cancer (CoC). The importance of cancer committees, cancer conferences and quality monitoring will be reviewed.
- C. DATE LAST REVISED (Month, year): March, 2021
- D. OUTLINE OF MAJOR CONTENT AREAS:
1. Daily operations of a cancer registry
 2. Fundamentals to identify cases, code, maintain quality and follow-up
 3. Standard setters for cancer registries
- E. LEARNING OUTCOMES (GENERAL): The student will be able to:
1. Identify appropriate sources for potential cases.
 2. Determine which of these cases meet the criteria for inclusion in the registry.
 3. Identify and describe the purpose of a reference date and accession register files.
 4. Identify important references to be included in a procedure manual.
 5. Describe the different sections of registry abstracts.
 6. Comprehend the difference between case finding and suspense list.
 7. Understand the importance of networking between cancer agencies.
 8. Explore the standards for registries set by Surveillance Epidemiology and End Results (SEER), National Program of Cancer Registries (NPCR), and American College of Surgeons Commission on Cancer (CoC).
 9. Understand the standards for cancer programs set by CoC.
 10. Identify the components of the approved cancer program necessary for CoC approval.
- F. LEARNING OUTCOMES (MNTC): NA
- G. METHODS FOR EVALUATION OF STUDENT LEARNING: Methods may include but are not limited to:
1. Online discussions
 2. Textbook assignments
 3. Papers
 4. Hands-on learning
 5. Tests
- H. RCTC CORE OUTCOME(S). This course contributes to meeting the following RCTC Core Outcome(s): Critical Thinking. Students will think systematically and explore information thoroughly before accepting or formulating a position or conclusion.
- I. SPECIAL INFORMATION (if any): None