

UPMC Susquehanna

Lung Cancer Screening Workflow with Lung Navigator

Ordering Provider

1. Complete the Lung Cancer Screening Order Requisition Form and sign.
2. Provider's office staff to obtain preauthorization from insurance company for screening.
3. Provider's office staff to schedule appointment for patient with Lung Navigator.

Tioga County Lung Navigator: Laura Balmer, CRNP

Phone: 570-723-2855 | Fax: 570-723-2878

Lycoming County Lung Navigators: Leslie Erdman, CRNP or Abigail Gesselman, PA-C

Phone: 570-326-8472 | Fax: 570-326-8590

4. Give copy of Lung Cancer Screening Requisition Form to patient to take with them to the Lung Navigator.
5. Fax Lung Cancer Screening Requisition Form and all insurance preauthorization information to the Lung Navigator listed above.
6. Ordering providers are responsible to follow-up on the results with their patients.

Lung Navigator

1. Ensure Lung Cancer Screening Order Requisition is complete.
2. Make sure eligibility criteria are met.
3. Complete Agreement to Take Part in LDCT Screening for Lung Cancer Form.
4. Complete smoking cessation counseling.

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5. Navigator office staff to fax Lung Cancer Screening Requisition Form, Agreement to Take Part in LDCT Screening for Lung Cancer Form, insurance preauthorization, and tobacco cessation information to appropriate Imaging Center:
 - Muncy Valley Hospital (fax: 570-546-4217)
 - Williamsport Regional Medical Center (fax: 570-321-2522)
 - Montoursville Plaza (fax: 570-601-8558)
 - Soldiers & Sailors Memorial Hospital (fax: 570-723-0188).
 - Also fax forms to Tumor Registry (fax: 570-326-8865)
6. Office staff to contact Imaging Center to facilitate scheduling for the patient.
 - Lycoming County – 570-321-2545
 - Tioga County – 570-723-0160
7. Lung Navigator to track patients, send follow-up reminder letters and call ordering providers. (UPMC Susquehanna's Imaging in Lycoming County will be responsible to contact ordering providers with follow-up reminders).

Imaging Center

1. Schedule screenings in slot for CT LUNG SCREENING.
 - a. Verify requirement for Prior Authorization.
2. Ensure results are sent to the ordering provider. Final results include:
 - a. ACR Lung RADS format
 - b. Title CT LUNG SCREENING

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3. Ensure Tumor Registry and the UPMC Susquehanna's Tioga and Lycoming Lung Navigators receive a monthly list of patients.

Tumor Registrar

1. Abstract data through the ACR Lung Cancer Screening Registry