

# FCDS MONTHLY MEMO

## MARCH 2001

### **REMINDER – REMINDER – REMINDER – REMINDER – REMINDER**

**ALL 2000 cases are due by June 30, 2001**

This deadline does not include Free-Standing Ambulatory Treatment Centers reporting under the Ambulatory Centers Cancer Reporting Program (ACCRP)

Please keep in mind the importance of completing year 2000 reporting on or before June 30, 2001. This year is particularly important for meeting this deadline. FCDS will be converting to NAACCR Version 9 and all of the new 2001 abstracting and reporting requirements on July 1, 2001. No 2000 cases will be accepted in the current Version 6 format after June 30, 2001. Any 2000 cases submitted after June 30, 2001 will have to be submitted in accordance with all of the new reporting rules and guidelines. This also means that no 2001 cases can be accepted before July 1, 2001. Any 2001 cases submitted prior to July 1, 2001 will be rejected and will have to be resubmitted following the July 1, 2001 conversion.

FCDS does not expect that this will present a significant problem for any facility or contractor given several factors. The first and most important factor is that all of the necessary manuals for abstracting 2001 cases have yet to be completed and released. You will need to have three new manuals in hand before you can complete a single abstract in accordance with the 2001 requirements. The manuals include; the FCDS 2001 Data Acquisition Manual, ICD-O-3 and SEER Summary Stage 2000. Additionally, over the past four years FCDS has received an average of less than 3% of reportable cases before July 1 for any given reporting year.

FCDS does understand that some facilities and contractors may wish to abstract 2001 cases and keep them in a suspense file until they can be completed and reported. Please contact your vendor to see if this is an option you might be able to employ to help you to stay current with abstracting obligations and reporting timelines. One other option, albeit a bit archaic, is that facilities and contractors may choose to abstract cases on paper using the abstract form that will be available in the new 2001 FCDS Data Acquisition Manual. Cases can be entered into your computer at a later date and submitted to FCDS in accordance with the 2001 procedures.

All vendors have been notified of the FCDS 2001 data items and case reporting requirements

**The 2001 FCDS policies and procedures will be strictly enforced in order to insure that all registrars and abstractors are using the correct reference and coding manuals and adhering to the 2001 reporting requirements. We appreciate all of your efforts and your patience while we implement the 2001 requirements.**

## FCDS 2001 CORE DATA ITEMS FROM NAACCR V9

Data Opt.	NAACCR Item #	Item Name	Start	End	Length
C	70	Addr at DX—City	22	41	20
C	100	Addr at DX--Postal Code	47	55	9
C	150	Marital Status	70	70	1
C	160	Race 1	71	72	2
C	161	Race 2	204	205	2
C	162	Race 3	206	207	2
C	163	Race 4	208	209	2
C	164	Race 5	210	211	2
C	190	Spanish/Hispanic Origin	75	75	1
C	220	Sex	78	78	1
C	240	Birth Date	82	89	8
C	250	Birthplace	90	92	3
C	310	Text—Usual Occupation	103	142	40
C	320	Text—Usual Industry	143	182	40
C	390	Date of Diagnosis	219	226	8
C	400	Primary Site	227	230	4
C	410	Laterality	231	231	1
C	420	Histology (92-00) ICD-O-2	232	235	4
C	430	Behavior (92-00) ICD-O-2	236	236	1
C	440	Grade	237	237	1
C	490	Diagnostic Confirmation	242	242	1
C	500	Type of Reporting Source	243	243	1
C	522	Histologic Type ICD-O-3	253	256	4
C	523	Behavior Code ICD-O-3	257	257	1
C	560	Sequence Number—Hospital	295	296	2
C	570	Abstracted By	297	299	3
C	580	Date of Adm/1st Contact	300	307	8
C	610	Class of Case	324	324	1
C	759	SEER Summary Stage 2000	387	387	1
C	760	SEER Summary Stage 1977	388	388	1
C	780	EOD—Tumor Size	390	392	3
C	820	Regional Nodes Positive	398	399	2
C	830	Regional Nodes Examined	400	401	2
C	1200	RX Date—Surgery	537	544	8
C	1210	RX Date—Radiation	545	552	8
C	1220	RX Date—Chemo	553	560	8
C	1230	RX Date—Hormone	561	568	8
C	1240	RX Date—BRM	569	576	8
C	1250	RX Date—Other	577	584	8
C	1290	RX Summ--Surg Prim Site	609	610	2
C	1292	RX Summ--Scope Reg LN Sur	611	611	1
C	1294	RX Summ--Surg Oth Reg/Dis	612	612	1
C	1296	RX Summ--Reg LN Removed	613	614	2

**FCDS 2001 CORE DATA ITEMS FROM NAACCR V9**

<b>Data Opt</b>	<b>NAACCR Item #</b>	<b>Item Name</b>	<b>Start</b>	<b>End</b>	<b>Length</b>
C	1340	Reason for No Surgery	622	622	1
C	1360	RX Summ--Radiation	625	625	1
C	1390	RX Summ--Chemo	628	628	1
C	1400	RX Summ--Hormone	629	629	1
C	1410	RX Summ--BRM/Immuno	630	630	1
C	1420	RX Summ--Other	631	631	1
C	1750	Date of Last Contact	791	798	8
C	1760	Vital Status	799	799	1
C	1770	Cancer Status	800	800	1
C	1810	Addr Current--City	804	823	20
C	1830	Addr Current--Postal Code	826	834	9
C	2090	Date Case Completed	952	959	8
C	2170	Vendor Name	981	990	10
C	2220	FCDS Addr Current - County	1026	1027	2
C	2220	FCDS Addr Current - State	1028	1030	3
C	2220	FCDS County of DX	1031	1032	2
C	2220	FCDS Stage @ 1st Contact 1977	1033	1033	1
C	2220	FCDS Tobacco Use	1034	1034	1
C	2220	FCDS Facility Number	1035	1038	4
C	2220	FCDS Primary Payor - Current	1039	1040	2
C	2220	FCDS Accession #	1041	1049	9
C	2220	FCDS Stage @ 1st Contact 2000	1050	1050	1
C	2220	FCDS Addr at DX - State	1051	1053	3
C	2220	FCDS Addr at DX - County	1054	1055	2
C	2230	Name—Last	1526	1550	25
C	2240	Name—First	1551	1564	14
C	2250	Name—Middle	1565	1578	14
C	2300	Medical Record Number	1650	1660	11
C	2320	Social Security Number	1663	1671	9
C	2330	Addr at DX – No & Street	1672	1696	25
C	2350	Addr Current--No & Street	1727	1751	25
C	2390	Name—Maiden	1770	1784	15
C	2460	Physician--Managing	1847	1854	8
C	2520	Text--DX Proc--PE	1917	2116	200
C	2530	Text--DX Proc--X-ray/scan	2117	2366	250
C	2540	Text--DX Proc--Scopes	2367	2616	250
C	2550	Text--DX Proc--Lab Tests	2617	2866	250
C	2560	Text--DX Proc--Op	2867	3116	250
C	2570	Text--DX Proc--Path	3117	3366	250
C	2600	Text--Staging	3447	3746	300
C	2610	RX Text--Surgery	3747	3896	150
C	2680	Text--Remarks	4797	5146	350
C	2690	Place of Diagnosis	5147	5196	50

## **UPDATE ON 2001 REFERENCE MANUALS AND MATERIALS**

### **2001 FCDS Data Acquisition Manual**

The 2001 FCDS Data Acquisition Manual (FCDS DAM) will be released in both hardcopy and in an electronic format(s) on the FCDS Website ( <http://www.fcds.med.miami.edu> ) in early April 2001. The FCDS DAM will outline all of the 2001 changes including all of the new required data items, new ICD-O coding and new summary stage requirements, and the NAACCR Version 9 format.

The entire look and format of the FCDS DAM has been modified to make it easier to cross reference data items using other manuals (COC ROADS and SEER Program Code Manual). We have also reorganized the manual to make it easier to use while you are abstracting cases. The manual has been broken into distinct sections for ease in interpretation of data items and their meaning. The appendices have also been revised and updated.

Please keep your current FCDS DAM as a reference. Some of the tables and appendices from the current manual can be incorporated into the new manual and of course any handwritten notes you have in your current manual are always helpful references.

### **ICD-O-3, 3rd edition**

FCDS is in the process of mailing out hard cover ICD-O-3 manuals that were ordered at a discount through FCDS. FCDS will not be taking any additional orders. Any additional hard cover ICD-O-3 manuals must be ordered through the World Health Organization. Please contact the WHO Publications Center, USA in Albany, NY at (518) 436-9686 or e-mail at [http://Qcorp@compuser.com](mailto:Qcorp@compuser.com) to place an order.

REMINDER – The ICD-O-3 must be used to code histology, behavior and grade for all cases diagnosed or first seen at your facility on or after January 1, 2001. The ICD-O-2 must be used to code histology, behavior and grade for all cases diagnosed or first seen at your facility on or before December 31, 2000.

### **SEER Summary Stage 2000**

The finalized SEER Summary Staging Manual 2000 was made available on the SEER WebSite (<http://www-seer.ims.nci.nih.gov/>) on March 7, 2001.

REMINDER - The SEER Summary Staging Manual 2000 must be used for all cases diagnosed or first seen at your facility on or after January 1, 2001. The SEER Summary Stage 1977 must be used for all cases diagnosed or first seen at your facility on or before December 31, 2000.

***NOTE: Do not discard your SEER Summary Stage 1977 manuals (Appendix E of the 1999, 1997 and 1995 FCDS DAM). You will need it as a reference as well as for coding cases diagnosed prior to 2001.***

The new SEER Summary Staging Manual 2000 does not use the same staging criteria as SEER Summary Stage 1977. There is no conversion from one to the other and there will not be a conversion from one to the other. These two staging systems should not be used for comparison statistics.

Please visit the SEER WebSite to download the manual or for ordering information for a hardcopy manual, for implementation plans, and for other important information. SEER also has plans for a web-based training module for using the new manual, release date to be announced.

### **Definitions of Single and Subsequent Primaries for Hematologic Malignancies based on ICD-O-3**

The new ICD-O-3 table that must be used to assess single or multiple primaries of hematologic origin is now available on the SEER Website: <http://seerweb@ims.nci.nih.gov>. This table will be incorporated into the 2001 FCDS DAM.

### **ICD-O-3 SEER SITE/TYPE COMPATIBILITY TABLES**

The updated ICD-O-3 SEER Site/Type Compatibility Tables were recently released by SEER in both PDF and WordPerfect formats. FCDS is in the process of reviewing, reformatting and incorporating these new tables into the FCDS 2001 revisions. FCDS will not be including this table in the 2001 FCDS DAM. If you would like to obtain the ICD-O-3 Site/Type Compatibility Tables, please visit the SEER Website: <http://seer.cancer.gov/Admin/>

## **FCDS NEW POLICY AND PROCEDURE ON RELEASE OF INFORMATION**

FCDS will no longer release any patient information directly to any contractor due to liability and confidentiality issues regarding contractual agreements not involving FCDS. The new guidelines set forth under HIPAA (Health Insurance Portability and Accountability Act) have introduced additional restrictions regarding releasing and re-releasing patient information under many circumstances. FCDS understands that this policy may present some challenges to some contractors.

Any contract between a healthcare facility and a private contractor where FCDS is not a party to the contract cannot include allowances for FCDS to release patient information to anyone other than the reporting facility.

Contractors must make arrangements with their clients (facilities) to forward any/all FCDS correspondence that includes patient information to them (contractor). This includes but is not limited to; edits and corrections, quality control inquiries, verification of patient information, death certificate notification, AHCA casefinding audits, patient alpha listings, etc. Any errors or omissions that are discovered after an abstract has been transmitted will be forwarded to the healthcare facility, not the contractor.

As a courtesy, FCDS will make every attempt to inform contractors of outgoing edits and corrections, quality control inquiries, verification of patient information, death certificate notification, AHCA casefinding audits, etc. However, the contractor and the reporting facility are ultimately responsible for assuring these reports and inquiries reach the contractor through appropriate channels.

## **1999 DEATH CERTIFICATE NOTIFICATION**

Facilities should have received the 1999 Death Certificate Notification forms for patients who expired at your facility, yet, we have no case in the FCDS Masterfile. The 1999 Death Certificate Notification Project was delayed while we waited for the ICD-10 to SEER Cause of Death Recodes Conversion Standard. FCDS continues to work with SEER to identify problem areas in using the new standard.

The 1999 Death Certificate Notification Forms of patients said to have expired in your facility but not matching any case in the FCDS database were mailed along with instructions for completing forms early in March 2001.

Both NAACCR and CDC require that all states perform Death Certificate Follow-Back and that the Death Certificate Only Cases (cases for which the only information the registry has comes from a death certificate) represent between 1.5% and 3% of the total annual state caseload. FCDS continues to hover around the 4% mark...so we still have work to do in order to comply with national standards.

FCDS would like to thank all facilities for their timely cooperation in this important annual project.

## **SEVERELY DELINQUENT LETTERS** will be mailed May 1, 2001

Letters informing facility administrators that their facility is delinquent in reporting year 2000 cases will be mailed May 1, 2001. A copy of the letter will be mailed to the registrar or contractor responsible for abstracting and reporting in that facility. A letter will be mailed to any facility identified as having reported less than 55% of the estimated annual caseload for the facility.

## **OTHER FCDS NEWS:**

FCDS would like to welcome back Mary O'Leary, CTR who recently resigned her position as Clinical Research Associate, Data Manager in the department of Clinical Research Services, Virology Oncology Program at the University of Miami's Sylvester Comprehensive Cancer Center. She will be working at FCDS in the Quality Control area.

## **EDUCATION**

### **FCDS Incidence Training Workshop, March 28-30, 2001**

FCDS conducts semi-annual training workshops for cancer case reporting. The three-day intensive course covers only the basics of cancer reporting for Florida. The March 2001 workshop will NOT cover the 2001 reporting requirements, specifically. The Spring 2001 FCDS Incidence Training Workshop will be held March 28-30, 2001 in Miami at the Holiday Inn, Coral Gables. The cost of this workshop is \$100.00. Please contact Bleu Herard or Betty Fernandez at FCDS for further information at (305) 243-2635.

*(Note: The Autumn 2001 workshop will cover all of the 2001 reporting requirements and will be a completely new course. If you need to complete 2000 cases and need guidance and training for abstracting 2000 cases, please make plans to attend the March 2001 workshop. Do not wait until Autumn 2001 as you will have missed the June 30, 2001 reporting deadline for year 2000 case reporting.)*

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**FCRA Oncology Workshop, April 20<sup>th</sup>, 2001** The Jackson Memorial Hospital (JMH) in Miami, FL will sponsor an FCRA Regional Oncology Workshop. Location JMH/ Diagnostic Treatment Center, Second Floor, Room 259 at 1900 NW 12 Avenue, Miami, FL, from 7:30 a.m.-1:00p.m. The registration fee is \$10.00 (for non-employees) includes lunch & break.

The objectives are to provide an overview of Head and Neck Cancer: Staging, Current Treatment, Radiation therapy, Clinical trials; Cancer Genetics: Current Advances; Pain and the Cancer Patient: The treatment plan; Implementation of the ICD-O-3 and SEER Summary Stage 2000. For more information contact: Lizette Acosta (305) 585-6533 #0 or email Lacosta2@med.miami.edu. RSVP by April 16, 2001. CEU's applied for.

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### **27<sup>th</sup> Annual NCRA Educational Conference, May 21-26, 2001**

The [National Cancer Registrars Association](#) will host the **27th Annual NCRA Educational Conference** at the Hilton in the Walt Disney World Village, Orlando, Florida May 21-26, 2001. Carol Johnson, NCRA President is looking for Florida Registrars and Central Registry volunteers to help staff the hospitality & registration booths as well as the cocktail reception party. Contact Carol Johnson, 301-402-6226, carol.johnson@NIH.gov or contact Edie Kutlus (302) 798-3978, email at [Ekutlus@cppsinc.com](mailto:Ekutlus@cppsinc.com). NCRA (913) 438-6272 or email NCRA at: [ncra-info@goamp.com](mailto:ncra-info@goamp.com). NCRA WebSite: [www.ncra-usa.org](http://www.ncra-usa.org). For hotel information visit the Hilton's WebSite at: <http://www.hilton.com/groups/ncr/index.html> or phone the Hilton at 1-800-782-4414

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### **NAACCR Annual Meeting & Workshops, June 5-7, 2001 – Miami, Florida**

FCDS and the North American Association of Central Cancer Registries (NAACCR) will host the NAACCR Annual Meeting & Workshops June 5-7, 2001 at the Sheraton Bal Harbor Beach Resort, Miami, Florida. For more information contact Megsys Cuadra at 305-243-2625 or 1-800-906-3034 or visit the NAACCR WebSite at: <http://www.naacr.org>

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### **FCRA/FCDS Combined Annual Conference, August 1-3, 2001 – Plantation, Florida**

The Florida Cancer Registrars Association (FCRA) and the Florida Cancer Data System (FCDS) will co-host a combined Annual Educational Conference at the Sheraton Suites, Plantation, Florida August 1-3, 2001. The cost of the conference is \$75. For more information, please contact Donna Acosta, FCRA Program Chair at (561) 362-5156 or Mary O'Leary, CTR, FCDS at 305-243-2640. Program announcements were mailed out in early February 2001. The conference brochure and registration information will be printed and mailed in early April 2001.

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## **DEADLINES**

### **HOSPITALS**

Hospitals should now be reporting August 2000 cases.  
ALL 2000 cases must be reported before June 30, 2001

### **AMBULATORY CANCER CARE REPORTING PROGRAM (AACRP)**

1999 Case Identification has been delayed due to changes in AHCA.  
FCDS will keep you informed regarding upcoming deadlines  
and possible changes in the ACCRP reporting requirements  
resulting from these delays.

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