

## NP FOR CHILDRENS – A CHECKLIST

1. Be sure to add **attestation** at the end of the final dx or the note if there is on.  
(use quicktext: “**attest**”)
2. CHS reports have “(**see note**)” instead of “(see comment)”
3. Newly diagnosed tumors need to have a **second review** entered **BEFORE IT IS SIGNED OUT**  
go to: Final Diagnosis Entry/Edit  
click QA button  
click “Add”  
click QA Review Type to get a list.  
Scroll down and choose “Second Review (newly diagnosed)”  
enter name of reviewer  
save.
4. Format of final dx (an example for a 2 part case with same diagnosis)  
**Brain, frontal lobe, biopsy (#1 and #2) – PILOCYTIC ASTROCYTOMA (see note)**
5. Microscopic descriptions are required for all CH cases
6. Cytology (CSF) is done by NP for any cases with brain tumors (not for leukemia)
7. Cytology slides and autopsy slides must be filed at Children’s
8. We are not allowed to get an glioma on pediatric case. If it is possible oligo we are allowed to order a FISH 1p/19q only.
9. **DO NOT** sign out the NP portion of a CH autopsy case UNTIL AFTER the final conference
10. CHP conferences NP may be involved in
  1. Monday 10:30 morning braincutting
  2. Monday noon -pediatric neuro-oncology (usually by telephone)
  3. Tuesday autopsy gross conference
  4. Tuesday autopsy final conference (1:30)
  5. Friday 8 am virtual unknown presentation (8 am)