

Appendix 4

Significant News Survey Tool

Date of survey:
Name and role of person completing form:.....
Tumour Type/Site MDT (i.e. breast, haematology):.....
Name of MDT Lead Clinician:.....
Name of Hospital:.....

Section 1 Multi-Disciplinary Team

Question 1
Do all members of the MDT know how to access a copy of the Guidance for Communication of Significant News?
Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/>
Comments:

Question 2
Has the Guidance for Communication of Significant News been discussed at any MDT meetings within the past 12 months?
Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/>
Comments:

Question 3
How many members of the MDT are regularly involved in communicating significant news to patients?
Question 4
How many members of the MDT have completed Advanced Communication Skills Training?
Question 5
Are relevant support staff made aware of the guidance? Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/> If YES, How is this achieved?

Section 2
Environment for Communication of Significant News

Question 6
Is there a suitable environment for communicating significant news to patients (i.e. somewhere private and quiet) within the following areas of care?
A Out-patient Department Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/>
Comments:

B. Ward Department Yes No Don't Know

Comments:

C. Other relevant area i.e. Diagnostic Imaging Dept, Treatment area

Please state

Yes No Don't Know

Comments:

Section 3
Service Improvement/Staff Development for
Effective and Sensitive Communication of Significant News

Question 7

If the patient indicated that they would prefer to discuss significant news by other methods than a face to face meeting, would your team consider using the following?

Telephone Yes No Don't Know

Email Yes No Don't Know

Other (please state)