Preparing for the Reapplication for the Cancer Center of Excellence Award
Purpose of the Cancer Center of Excellence Designation

- Encourage excellence in patient-centered, coordinated cancer care
- Attract and retain the best medical experts
- Florida institutions to be recognized nationally as a preferred destination for quality cancer care
The Reapplication Process

**Organization Role**
- Complete Self-Assessment
- Submit Application
- Submit Additional Information, if needed
- Prepare Response

**Department of Health Role**
- Evaluation of Written Materials
- Completion of Draft Findings Report
- State Surgeon General Review
- Outcome Announced

*Protect, promote and improve the health of all people in Florida.*
CCE Designation
Reaplication and Review Process

Self Evaluation

Review original application against Manual
Make quality improvements to meet standards

Submit application
(6/12 – 8/18)

Application Form
Hospital, Provider Overview
All Supporting Documents
Submit additional information if requested

Application review
(8/21 – 10/27)

Staff Review
Peer Review
Draft Findings Report
Final Report
Surgeon General Recommendation Sent to Governor

Protect, promote and improve the health of all people in Florida.
Completing the Application: Consider Using a Working Group

- Core Team
  - Cancer Center Administration
  - Physicians, Researchers
  - Stakeholders

- Delegate responsibilities

- Meet regularly
Build in Time to…

- Gather information and input
- Revise written materials
- Reach out to regional cancer collaborative partners for application input
- Conduct an internal or external review
- Prepare application
# Organizing Work

<table>
<thead>
<tr>
<th>Performance measure</th>
<th>SOP(s) and written materials</th>
<th>Gaps</th>
<th>Responsible parties</th>
<th>Due date</th>
<th>Materials to create / revise</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I.2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Analyzing Written Materials

- Do they address the performance measure?
- Are they adequate?
- Are they up-to-date and reflect current practice?
- Are they internally consistent?
Identifying Gaps

- What materials need to be revised?
- Who is responsible?
- Who must approve?
- How will you implement?
Institutional Commitment

- Gain support of leadership
- Involve all parts of the cancer center
- Charge the task of achieving the re-designation of Cancer Center of Excellence to all staff at all levels
- Support the assessment process – dedicate staff time
**Have Questions?**

- All questions received will be answered and posted on the DOH Cancer Center of Excellence page, found at [www.floridahealth.gov](http://www.floridahealth.gov).
- Send email message to the general mailbox: Research@flhealth.gov
- Contact: Bonnie Gaughan-Bailey, Administrator
  Biomedical Research
  850-245-4444, ext. 2240
- Or call, the main line at 850-245-4585