

MANAGING A CENTRAL CANCER REGISTRY

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Massachusetts Cancer Registry

Program Directors' Meeting
CDC/NPCR
Atlanta, GA
May, 2007

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Overview

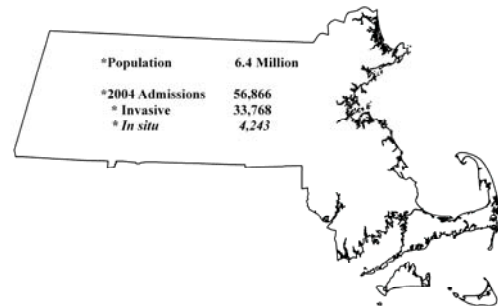
- > MCR Organizational Structure
- > Epidemiology Unit
- > Simple Management Strategies



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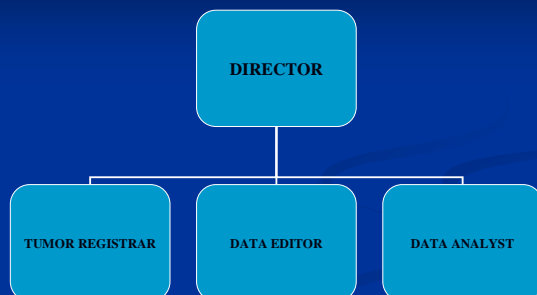
MCR Organizational Structure

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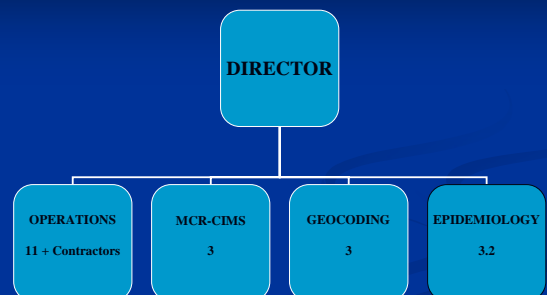
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Massachusetts Cancer Registry 1990



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Massachusetts Cancer Registry 1994 +



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> Operations (Data Acquisition and Quality Control)

- Quality Control Coordinator
- Education Coordinator
- Death Clearance Coordinator
- Outpatient Facility Coordinator

> MCR-Cancer Information Management System

> Geocoding/Special Projects

> Epidemiology

Organizational Activities

- > Fiscal Year Plans
- > Monthly Staff Meetings
- > Biweekly Quality Control Meetings
- > Biweekly Coding Clinics
- > Quarterly Newsletters to Hospital Registrars
- > Quarterly Completeness Letters to Facilities



Epidemiology Unit

Epidemiology Structure

- > Annual Epi Plans
 - Data Linkages
 - Data Preparations
 - Peer Review
 - Presentations
 - Standard Reports
 - Special Reports



epi_plans

Category	Activity	Perio	Perio	Perio	Perio	Perio	Timeframe	Accomplish	Comments
Data Linkage	Link MCR with Merit's Health Program provide cancer screening data	RK					May 2007		
	Link MCR data with Missouri's Health Network based and genital cancer screening data	RK					April 2007	yes	
	Link MCR data with Vital Records 2005 data for death clearance and updating of mortality data in CHS	RK					March 2007	yes	
	Link MCR Data with HFHC data on Breast Cancer	RK					April 2007	yes	data file completed 4/19/07
	Link MCR data with HFHC data on Invasive cancer	RK					April 2007	yes	data file completed on 4/19/07
	Link MCR Data with HFHC data for the Cancer Cluster	RK	JAM				May/June 2007		
	Link MCR Data with Fresh Air/Highway Employees Cohort	JAM							
	Link MCR Data with ACE CPS II Nutrition Cohort	JAM							

Standard Meetings

- > Epi staff
- > Center for Environmental Health
- > Quality Control
- > Research and Data Access Committee

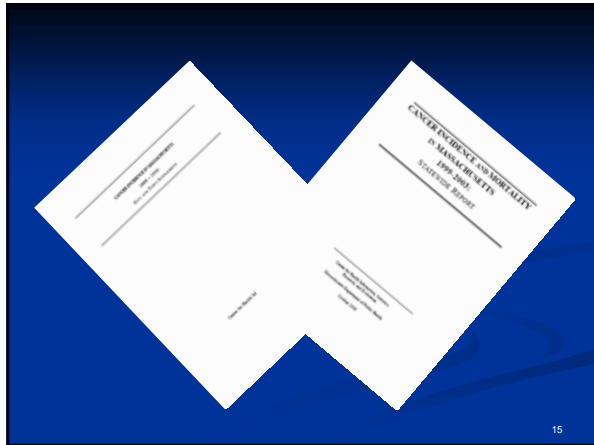
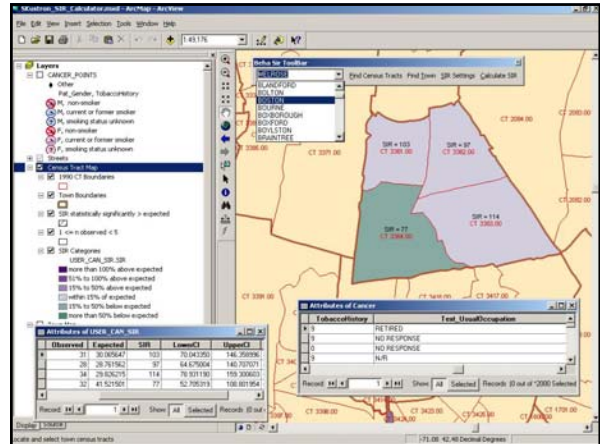


Other Activities

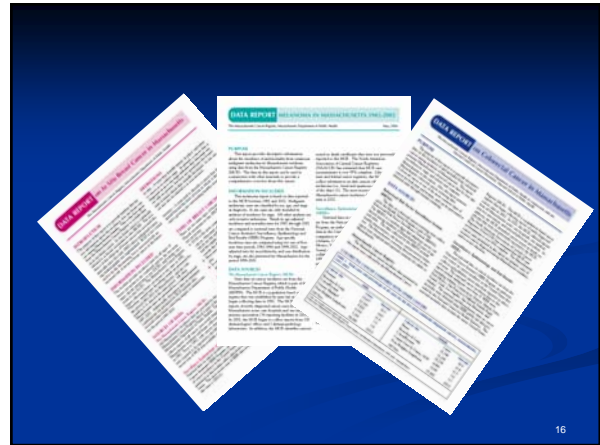
- Massachusetts Community Health Information Profile (MassCHIP)
- Standardized Incidence Ratio Calculator



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MCR PRESENTATION ARCHIVES

Date last modified: 2/6/07

Presentations are subdivided into 5 major categories: Cancer Control, Meetings and Training Sessions, Operations, Report Releases, and Research and Epidemiology.

Presentations within the Meetings and Training Sessions category are further subdivided by meeting date.

Within categories, presentations are alphabetized by title (excluding *a*, *an*, and *the*).

CANCER CONTROL PRESENTATIONS:

Title:	Massachusetts Cancer Central
Author(s):	Laurie MacDougall, Susan Gershman, Dan Friedman
Date(s) of presentation:	6/2001
Location(s) of presentation:	NAACCR 2001 Annual Meeting
Title:	Massachusetts Cancer Central
Author(s):	Laurie MacDougall, Susan Gershman, Dan Friedman, Martha Wood
Date(s) of presentation:	9/2001
Location(s) of presentation:	CDC Cancer Conference
Title:	Massachusetts Collaborates for Cancer Control
Author(s):	Susan Gershman, Martha Wood, Lauren Holm
Date(s) of presentation:	4/6/00
Location(s) of presentation:	NAACCR 2000 Annual Meeting

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Simple Management Strategies

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Strategies

- Set simple goals annually
 - Entire registry
 - Each staff member
- Commend staff for good performance
 - Timely
 - Specificity
 - Encouragement

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Strategies

- Discuss Problems
 - Timely
 - Specificity
 - Encouragement for future performance

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The Menu For Success

- NCRA Week – Bagel Breakfast



- NAACCR Certification – Konditor Meister Chocolate Cake



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The Menu For Success

- Death Clearance Completion – Bugles with caramel and pecans



- Holiday Party – Al Capone's Pizza



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The Symbol

The One Minute Manager's symbol—a one minute readout from the face of a modern digital watch—is intended to remind each of us to take a minute out of our day to look into the faces of the people we manage. And to realize that *they* are our most important resources.

Source: *The One Minute Manager*

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Source: *Welcome to Our Company: Your Office Manual*

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References

- > Blanchard, K., & Johnson, S. (1982). *The One Minute Manager*. New York: Berkley Books.
- > Nave, Y. (1988). *Welcome to Our Company: Your Office Manual*. New York: Workman Publishing.

> We acknowledge the Office for Distance Control and Orientation for its support of the first master cooperative agreement (2004-2011) and its support of the second master cooperative agreement (2011-2014). We acknowledge the Office for Distance Control and Orientation for its support of the first master cooperative agreement (2004-2011) and its support of the second master cooperative agreement (2011-2014).