

1. Organizational affiliation and job title

Pathway coordinator cancer.

2. Main tasks and responsibilities

The pathway coordinator is the patient's first contact in the patient pathway

- Inform and guide patients and relatives
- Delegated authority to book and change appointments and examinations in own and other collaborating departments in

according to the patient pathway(s) the pathway coordinator works with

- Ensure good patient logistics
- Continuous documentation in the patient's medical record
- Ensure the transfer of sufficient information and documentation about the patient when transitioning to the next stage of the

the patient's course of treatment

- Ensure that the registration of measurement points in the patient pathway is carried out in real time
- Be available by phone during the day for patients/relatives and healthcare personnel from collaborating hospitals who are

Involved in the patient pathway

- Establish and maintain interaction in the team around the patient at OUS, and in collaboration with primary and

The specialist health service

- Coordinate the patient's appointments, so that the patient pathway is adapted to the patient's treatment needs within established

Deadlines

- Participates in interdisciplinary meetings/multidisciplinary teams (MDT meetings), and follows up on decisions from the meeting
- Is an active participant in the pathway management for relevant patient pathways
- Participate in regular meetings with the pathway coordinators in their own patient pathway
- Participate in the improvement and development of the patient pathway in Oslo University Hospital and in the collaboration with other hospitals and

Primary health care

3. Qualification and competence requirements

- Officially approved nurse / cancer nurse, or equivalent education
- Experience from working with cancer patients and an advantage with knowledge of relevant patient group / diagnosis
- Knowledge of the hospital's patient administration system
- Good communication skills
- Supervision competence desirable

4. Completed by

Cancer Operations Board at Oslo University Hospital at Torill Krøvel

[Job description](#)

Job description for Cancer Coordinator

Joint documents - level 1 - OUS/Patient-oriented/Patient pathway - patient pathway

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