

KCMS IMPLEMENTATION CHECKLIST

Sustaining Innovation in Cervical Cancer Care

Purpose: To guide clinics, oncology teams, and administrators in implementing and maintaining evidence-based, equitable cervical cancer care practices.

Use this checklist monthly to track progress on education, workflow integration, and quality improvement.

1 Team Education & Awareness

- ✓ Hold a 15-minute “micro-learning” session once a month using KCMS case modules or videos.
- ✓ Share updates from NCCN, ASCO, and SGO guidelines during staff meetings.
- ✓ Post visual reminders (biomarker, toxicity, and PA checklists) in exam and infusion rooms.
- ✓ Ensure all new hires complete a Cervical Cancer Care Orientation covering access, equity, and toxicity management.

2 Clinical Workflow Integration

- ✓ Embed PD-L1, HER2, RET, and NTRK testing fields in EHR templates.
- ✓ Add a “Prior Authorization Initiated” checkbox to the treatment planning screen.
- ✓ Implement automated alerts for delays >14 days from diagnosis to therapy start.
- ✓ Link your Referral Flowchart and Equity Tracking Tool into tumor board review packets.

3 Data & Quality Tracking

- ✓ Review time-to-treatment and denial rates monthly.
- ✓ Log biomarker completion and trial referral data using the Equity Tracking Tool.
- ✓ Report on performance metrics at quarterly QI or tumor board meetings.
- ✓ Document interventions (staff education, workflow changes) for future reporting.

4 Communication & Coordination

- ✓ Designate a “Cervical Cancer Champion” to monitor implementation and keep leadership informed.
- ✓ Establish a shared inbox or dashboard for real-time updates on patient delays.
- ✓ Collaborate with regional partners to align on clinical trial access and referral efficiency.

5 Sustaining Progress

- ✓ Reassess workflows every 6 months to maintain equity and timeliness benchmarks.
- ✓ Update all staff tools annually with new NCCN and ASCO guideline changes.
- ✓ Celebrate success—share metrics and patient stories that demonstrate improved care delivery.

✓ Fast Action

- Use this checklist during team huddles or monthly leadership reviews.
- Pair it with the KCMS Equity Tracking Tool and Prior Authorization Toolkit for measurable quality improvement.

Sources: NCCN Guidelines: Cervical Cancer (2025);
ASCO Quality Framework (2024).