

Guide to Referring a Patient to the Department of Medical Oncology & Hematology

Urgent Referral

If your patient needs immediate, urgent care, please call the oncologist or hematologist to whom you wish to refer the patient.

If you do not know which oncologist or hematologist to refer the patient to, please call the new-patient referral coordinator at 416 946 4575. The referral coordinator will direct you to the correct oncologist or hematologist.

You must make direct contact with the appropriate oncologist or hematologist to complete an urgent referral.

Please note: All acute leukemia referrals are considered urgent.

Standard Referral

Some of the physicians in the Department of Medical Oncology and Hematology accept direct referrals; others accept referrals only through the New Patient Referral Centre (NPRC). See the list of [physicians who accept direct referrals](#).

To complete the standard referral process, first download and complete the Medical Oncology and Hematology New Patient Referral Form.

Once you have completed the form, fax it either to the NPRC at 416 946 2900 or directly to the physician. Some physicians' offices, as well as the Gynecologic Oncology Site Group, will send you a confirmation of receipt of referral; the NPRC will not send a confirmation. The form will be reviewed to ensure that it is complete; if incomplete, the form will be returned to you with a request for the missing information.

If you referred the patient directly to a physician and the referral form is complete, the physician's office will call you with information about the patient's first appointment.

If you referred the patient to the NPRC and the referral form is complete, the NPRC will forward the referral to the appropriate site group oncologist. After the physician has received your referral form, you will be contacted by either the physician or the NPRC with information about the patient's first appointment.

Your office is responsible for providing the patient with the appointment information, including time, location, and important documents, test results and imaging to take with them.

It is extremely important to ensure that your patient takes CDs or DVDs of any imaging studies and any associated reports, as these will be required at the patient's first appointment.

Information for Site Groups

If you are referring your patient to a specific site group, please fill out the site group form.

Some site groups require site group-specific information:

- **Gynecologic:** Information about the patient's most recent Pap smear or CA 125 test
- **Genitourinary:** PSA reports for prostate cancer referrals
- **Unknown Primary Tumour:** The Department of Medical Oncology and Hematology accepts referrals for unknown primary tumours only for current or former UHN patients only from within UHN or Mt. Sinai Hospital.

Checklist for a Complete Referral

In addition to the completed referral form, make sure to include:

- Referral letter/consult note
- Diagnostic imaging reports
- Pathology reports
- Surgical procedure notes
- Clinical notes

If this information is not included with the referral form, your referral may be returned as incomplete.

Triage and Wait Times

All new referrals are prioritized by the new-patient referral coordinator according to Department of Medical Oncology and Hematology guidelines. Each new referral is signed off by a physician before an appointment is scheduled. Patients will be given an appointment with the next available medical oncologist on receipt of the referral and the required referral documents.

If you have referred the patient to a specific oncologist or hematologist, the patient will receive an appointment with that physician unless the wait for an appointment with that physician exceeds departmental guidelines.

Physician accepting direct referrals

Site Group	Physician (accepting direct referrals)	Fax Number
Benign Hematology	Richard Ward	416 790 8066
Endocrine	Shereen Ezzat	416 586 8834
Hematology (bone marrow transplants)	Jeffrey Lipton	416 946 6585
	Armand Keating	416 946 4530
	Hans Messner	416 946 6585
Hematology (general)	Dominick Amato	416 586 4677
	David Barth	416 340 5543
Hematology (hemoglobinopathy)	Nancy Olivieri	416 340 3348
Hematology	Jacob Pendergrast	416 340 5410
Hemostasis Thrombosis	Erik Yeo	416 340 3799
Leukemia	Dennis Kim	416 946 6546
Lung	Frances Shepherd	416 946 6546
Lymphoma	Michael Baker	416 340 3464