Monday, August 25, 2014

8:30 – 8:50 Welcome and Introduction  
Aguirre

8:50 – 9:10 Argonne Safety  
Kekelik

9:10 – 9:45 Introduction to Oncology and the Radiotherapy Process  
Followill

9:45 – 10:30 Role of the Medical Physicist  
Followill

10:30 – 10:45 Break  

10:45 – 12:00 Role of the Radiation Oncologist  
Pugh

12:00 – 1:00 Lunch  

1:00 – 2:00 Role of the Radiation Oncology Nurse  
Bauer

2:00 – 3:15 Role of the Medical Dosimetrist  
Mahsa

3:15 – 3:30 Break  

3:30 – 5:00 Role of the Radiation Therapist/Technologist  
Hayden

Tuesday, August 26, 2014

9:00 – 9:30 Introduction to Radiation Physics  
Followill

9:30 – 10:30 Introduction to Radiation Biology  
Followill

10:30 – 10:45 Break  

10:45 – 12:00 Radiotherapy: Dose Planning/ Delivery (external beam)  
Balter

12:00 – 1:00 Lunch  

1:00 – 3:00 Radiotherapy: Dose Planning/ Delivery/ Record &Verify (external beam)  
Balter

3:00 – 3:15 Break  

3:15 – 5:00 Radiotherapy: Dose Planning/ Delivery (brachytherapy)  
Lawyer

Wednesday, August 27, 2014

9:00 – 10:30 Radiotherapy Equipment Needs  
Smith

10:30 – 10:45 Break  

10:45 – 12:00 Admin Requirements to Operate an RT Center (Licenses, CME, records, manuals, etc.)  
Aguirre

12:00 – 1:00 Lunch  

1:00 – 2:30 Radiation Safety, Quality Assurance  
Aguirre

2:30 – 3:15 Incidents and Accidents - Prevention  
Aguirre

3:15 – 3:30 Break  

3:30 – 5:00 Radiotherapy/Imaging Quality Assurance  
Followill
### Thursday, August 28, 2014

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Presenter</th>
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</thead>
<tbody>
<tr>
<td>9:00 – 10:00</td>
<td>Selection, Purchase, Room Design for RT Equipment</td>
<td>Howell</td>
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<tr>
<td>10:00 – 10:30</td>
<td>Acceptance and Commissioning of RT Equipment (cont’d)</td>
<td>Howell</td>
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<td>10:30 – 10:45</td>
<td>Break</td>
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<tr>
<td>10:45 – 12:00</td>
<td>Patient Flow in an Operating RT Center</td>
<td>Howell</td>
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<td>12:00 – 1:00</td>
<td>Lunch</td>
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<tr>
<td>1:00 – 3:30</td>
<td>Group Exercise</td>
<td>Aguirre</td>
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<td>4:00</td>
<td>Depart to the RT Center</td>
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<tr>
<td>5:00 – 8:00</td>
<td>Tour of an RT Facility</td>
<td>Aguirre, RT Center Staff</td>
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### Friday, August 29, 2014

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Presenter</th>
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<tbody>
<tr>
<td>9:30 – 10:30</td>
<td>Strategic Planning</td>
<td>Ortiz</td>
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<td>10:30 – 10:45</td>
<td>Break</td>
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<tr>
<td>10:45 – 12:00</td>
<td>Budgeting</td>
<td>Ortiz</td>
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<td>12:00 – 1:00</td>
<td>Lunch</td>
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<tr>
<td>1:00 – 2:45</td>
<td>Staffing Models</td>
<td>Ortiz</td>
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<td>2:45 – 3:00</td>
<td>Break</td>
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<tr>
<td>3:00 – 4:00</td>
<td>General Discussions/Evaluations and Closing Remarks</td>
<td>Aguirre</td>
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<td>4:00</td>
<td>Downtown Chicago</td>
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