

Reporting Schedule for Hospitals

February 2022

This schedule outlines the requirements as described in the Improving Cancer Outcomes (Diagnosis Reporting) Regulations 2015, Section 6.

The Regulation defines that hospitals are required to register cancer cases to the Victorian Cancer Registry (VCR) within 60 days. The VCR understands that this will be 60 days from date of patient discharge.

If there are no cancer cases for your organisation in a given reporting period, please submit as usual and confirm in upload notes the reporting period for which there is no data. If you are a multi - campus organisation, please specify the campus.

Actual reporting frequency is independent of the reporting schedule. The VCR can receive cancer registrations fortnightly or monthly for hospital extracts, or as required via eform.

Data submission contacts

If a contact for your organisation will no longer be submitting data, please notify the VCR of this and provide details of a replacement data submitter, so that the VCR may assist the new contact in the submission process.

Please email VCR@cancervic.org.au if you have any questions or wish to update us on your submission process.

Reporting Period*	Latest Submission Due*
December 2021	28 February 2022
January 2022	31 March 2022
February 2022	30 April 2022
March 2022	31 May 2022
April 2022	30 June 2022
May 2022	31 July 2022
June 2022	31 August 2022
July 2022	30 September 2022
August 2022	31 October 2022
September 2022	30 November 2022
October 2022	31 December 2022
November 2022	31 January 2023
December 2022	28 February 2023

Yearly Review

Please note that the VCR will be in contact with all health services from 01 March every year, to follow up and confirm receipt of any outstanding cancer notifications for the previous year.

Definitions*

Reporting Period

Defines the reporting period that cancers are identified in (this includes the presence of cancer, a diagnosis of a recurrence of a cancer or a precursor of a prescribed type).

This reporting period could include any cancer identified for the listed month, previous months or years.

Submission Due

Defines the final date for a submission to the VCR (hospital cancer registration extract or e-form).