

Collaborating with Walter Reed National Military Medical Center (WRNMMC) Murtha Cancer Center

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The Center for Cancer Research and WRNMMC have developed numerous collaborations, fostered by close proximity and mutually beneficial clinical and research partnerships. The following information serves to assist CCR investigators in developing collaborations with WRNMMC.

Collaborations have been developed to allow for the temporary transfer of patients from NCI to WRNMMC to provide clinical expertise and services not currently available at the NIH. The approval for patient transfer is given on a case by case basis. The following link provides a description of the process and the steps necessary for approval, transfer, and treatment.



NOTE: We do not currently have the capability for emergency or weekend transfers. This process takes up to two weeks to complete.

Contact: Cheryl Royce

Alternate contact(s): 1. Elizabeth Ness, 2. Bill Dahut

Pertinent information regarding patient that will be needed:

- Name
- DOB
- Diagnosis
- Procedure/consult to be received
- Pertinent past medical history
- Contact information of referring NIH physician (initial NIH contact) if Dr. Shriver (Director, Murtha Cancer Center) has questions

Consult at Walter Reed is approved, what next?

- Dr. Shriver identifies medical provider at WRNMMC
- Referring NIH team will receive a call/email from the WRNMMC team
- If the patient is approved for transfer, WRNMMC will need the following information (emailed to POC Denise Wright 202-422-9321 or denise.m.wright22.ctr@mail.mil):
 - H&P
 - Operative summary (if any)
 - Medication list
 - Path reports
 - Radiology reports
 - Any other pertinent information
 - Forms to ensure patient may get on campus and through security should be completed and sent prior to transfer
 - [5512, Base Access Form](#)
 - [Authorization for disclosure of medical and dental information](#)
 - [Privacy act statement](#)
 - [Patient registration form MCC](#)
 - [Patient registration form-1](#)

Discharge from NIH

- Inpatients should be discharged from NIH at the time of transfer

Transportation

- We are responsible for arranging transportation between NIH and the Walter Reed campus (to and returning from WRNMMC).
- Clinical Center Social Workers have worked with teams in the past to accomplish this aspect of care.
- **Cost:** Will be paid for by OCD

[Credentialing at CCR for WRNMMC physicians](#)

In some cases, optimal clinical collaboration with WRNMMC will require credentialing of WRNMMC physicians at NIH. A simplified process has been developed to speed this process for WRNMMC physicians. The host branch will coordinate credentialing and appointment.

Credentialing at WRNMMC for CCR physicians

Numerous opportunities for clinical collaboration exist between WRNMMC and the CCR. In some cases, credentialing of CCR physicians at WRNMMC may help develop a strategic partnership in specific disease or areas of expertise. The following link provides information regarding the credentialing process and required documentation.

Please note that in order to get credentialed at WRNMMC, you must have U.S. Citizenship. Individual working on a visa and/or green card will not be granted any credentials. Furthermore, if a provider actively maintains dual citizenship, he/she must renounce the non-US citizenship prior to submitting their application. The entire process can be completed within 4 weeks if one is requesting credentialing with no privileges, but may take as long as 7 months if full credentialing/ privileges are required.

- Identify a physician contact within the department with which you plan to collaborate clinically, determine goal of collaboration to inform required privileges
- Determine the level of privileges that will be required
 - Providing medical advice
 - Discussing available clinical trials,
 - Prescribing/treating,
 - Accessing electronic medical record (EMR)
 - Entering documents into EMR
 - Operative, procedural
 - In collaboration with WRNMMC physician collaborator, obtain service chief approval for requesting specific privileges
 - Service chief and/or collaborating physician will identify Murtha Cancer Center (MCC) point of contact for credentialing processes (may be service specific)
 - Documents will be provided by MCC point of contact to be completed by physician that is requesting clinical privileges. All documents must be typed and not hand-written.
 - Documentation required typically includes the following documents:
 - Application for credentials form
 - Consent form
 - Hematology and Oncology Application (if required)
 - National Provider Identifier Type I (NPI) - if you do not have an NPI instructions will be provided
 - Privacy Act Statement – Allows collection of credentialing information
 - Provider Wellness Letter (if required)
 - Reference Letters
 - Professional Work History Form
 - System Authorization Access Request (SAAR)
 - Licensure- Provide clear copies
 - BLS/ ACLS certification – Copy of both front/back of card with signature
 - PECOS is required
 - Proof of citizenship
 - Copy of MD degree and documentation that it has been prime source verified
 - Post-graduate training certificate (internship, residency, fellowship)
 - Copy of Board Certificate
 - Current Passport Photo
 - DEA (Please note that a DEA is required and could require a state drug card or exception if the primary location of practice is a federal facility)
 - Once all of the aforementioned documents have been submitted to the MCC POC, they will be forwarded to the WRNMMC's Credentialing office for review
 - The credentialing office will confirm the level of credentialing/ privileges required
 - The application will undergo thorough review. Depending on the level of credentialing/ privileges being sought, the length of time required for final approval will vary.

Co-opening protocols at CCR and WRNMMC – [IRB Reliance Agreement](#)

Contact: [Office of Regulatory Affairs](#)

In some cases, protocols developed and opened at the CCR may also be opened at WRNMMC. This process requires assistance of the protocol support office and identification of a partner investigator from WRNMMC to sponsor the research as the local principal investigator. Please contact the protocol support office for additional information.

[Policy for the Transfer of Materials from NIH Intramural Laboratories](#)

CCR/Murtha Cancer Center Inaugural Tissue Transfer

