

Action Plan

Service Name:	Edinburgh Cancer Centre, Western General Hospital
Service Provider:	NHS Lothian
Date of inspection:	22-23 April 2025

Ref	Action Planned	Timescale	Responsible Person	Progress	Date completed
1 & a	Benchmarking of MPE provision using IPEM Staffing Calculator, including outcomes and control measures communicated to NHS Lothian IRMER Policy Lead via NHS Lothian IRMER Board.	1 st July 2025	Head of Oncology Physics	Paper complete. IRMER Board meeting on 1st July 2025	
2	All relevant radiotherapy equipment quality assurance documentation reviewed and action plan devised.	1 st July 2025	Head of RT Technology & Head of Dosimetry	Action plan in progress	
3	All required equipment inventory fields to be added to Medusa	Completed	Head of RT Technology	Completed	6 th June 2025
b	Current informal arrangement for MPE advice if radical patients are being treated out of hours to be added reiterated to Principal Radiography staff and will be added to quality system documentation.	1 st July 2025	Head of Oncology Physics	Reminder complete. Documentation in progress	

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Name: Dr Caroline Whitworth

Designation: Medical Director, Acute Services

Signature: 

Date: 18th June 2025

In signing this form, you are confirming that you have the authority to complete it on behalf of the employer.