

---

# iMATCH: Clinical SOP Development

---

Lead Organisation: iMATCH

Author: The University of Manchester

Version Number: 1.0

Finalisation Date: 27/06/2025

## End user rights:

This document is shared with permission for re-use to distribute, remix, adapt, and build upon the material in any medium or format for non-commercial purposes only, so long as the attributions listed below are given.

**Attributions:** University of Manchester, iMATCH collaboration, Manchester NHS Foundation Trust, Salford Royal NHS Trust, The Christie NHS Foundation Trust. Professor Richard Edmondson, Dominique Jones, Marcus Price.

This document is made available under a Creative Commons Attribution-NonCommercial 4.0 International License as described here: <https://creativecommons.org/licenses/by-nc/4.0/>

The information, materials and any opinions contained in this document are provided for general information and educational purposes only, are not intended to constitute legal, medical or other professional advice and should not be relied on or treated as a substitute for specific advice relevant to particular circumstances. Although we make all reasonable efforts to ensure the information is up to date, we make no representations, warranties or guarantees in that regard. In no event shall the creator(s) be liable for any direct, indirect, special, consequential or other claims, losses or damages that are related to the use or reliance whatsoever in the content of the document or any part thereof, except to the extent that such liability cannot be excluded by law. We do not seek to exclude or limit in any way our liability to the user for personal injury or death caused as a result of our negligence or seek to exclude or limit our liability for fraud or fraudulent misrepresentation by us.

We reserve the right to make changes and improvements to any information contained within this document, at any time and without notice. Where this document contains hyperlinks to other websites operated by parties not connected to us, such hyperlinks are provided for your reference only. We do not control such websites and are not responsible for their contents.

The inclusion of hyperlinks from this document or the website to such websites does not imply any endorsement of the material on such websites or any association with their operators. We accept no responsibility of any nature whatsoever for linked web sites or any information contained in them.


**Division of Cancer Sciences**
**Standard Operating Procedure**
**(Version 1.0)**
**iMATCH: Clinical SOP development**
**(Adapted from iMatch WP2.2)**
**Revision History**

<b>Number</b>	<b>Date</b>	<b>Reason for Change</b>
<b>1.0</b>	<b>18/1/22</b>	

<b>Prepared By:</b>	<b>Checked By:</b>	<b>Authorised by:</b>
<b>Signed: Dominique Jones</b>	<b>Signed:</b>	<b>Signed: Edmondson</b>



**Division of Cancer Sciences**

<b>Print:</b>  <b>Dominique Jones</b>	<b>Print:</b>	<b>Print:</b>
<b>Date:</b>  <b>18/1/22</b>	<b>Date:</b>	<b>Date: 21/2/22</b>
<b>Date of next review:</b> <b>27.6.25</b>	<b>R. Edmondson</b>  <b>No changes to content</b>	<b>Signed: R. Edmondson</b>



## Division of Cancer Sciences

### Clinical SOP development.

## Contents

Patient pathways.....	4
Screening.....	4
Multi-disciplinary Team meeting. ....	4
Recruitment. ....	5
Biobanking .....	5
Sample Collection.....	5
Theatre brief.....	6
Pathology .....	6

### Patient pathways.

Creating a schema of the patient pathways will identify suitable points at which the patient can be approached to discuss the research. The pathway will vary by tumour site but generally the patient will be referred to an oncology multi-disciplinary team (MDT) meeting where diagnosis and treatment plans will be made. A patient suitable for surgery may require primary surgery (performed prior to any other necessary treatment) or they may have a systemic anti-cancer therapy such as neo-adjuvant chemotherapy (NACT) followed by interval debulking surgery (IDS). Some patients will be offered an appointment at surgery school, to help them prepare physically for their procedure.

Each tumour site will have Macmillan nurses providing specialist nursing care. Their contact details can be found on the MFT website under the speciality. They will be able to assist with mapping out patient pathways. It may also be useful to shadow some clinic appointments, which can be arranged through the Macmillan nurses.

### Screening.

#### Multi-disciplinary Team meeting.

Weekly, or in some cases daily oncology MDTs discuss referrals and plan treatment. It may be useful to sit in the MDT (via MS Teams) to acclimatise to the terminology used. An MDT agenda is sent out weekly by the MDT coordinator. Minutes are



## Division of Cancer Sciences

shared across hospital sites via platforms such as Somerset and Christie Clinical Web Portal.

To request access to the MDT and the relevant meeting minutes platform please contact the MDT coordinator for the relevant tumour site. Contact details can be found **LINK**.

When an eligible patient is declared suitable for surgery, they will attend a clinic appointment to discuss their options. Appointments will be listed on the Electronic Patient Record platform for the hospital/Trust. Hospital employees will have automatic access to EPRs.

## Recruitment.

Patients attend clinic to discuss treatment with a clinician, with a Macmillan nurse for support. If they consent to surgery, they will require a pre-operative assessment. Clinics will differ by tumour and hospital site. Some patients will have pre-op straight after their clinic, while others will be booked for a separate appointment. Discuss with the Macmillan nurses the most appropriate times to approach the patient and if possible, a PPI group should be consulted.

## Biobanking

If a sample is required for basic research or storage, they may be consented via the local biobank. In Greater Manchester there are two biobanks: Manchester University Hospitals Research and Innovation Biospecimen Service (RIBS) and Manchester Cancer Research Centre (MCRC). MCRC collect samples from hospital sites across Greater Manchester. Contact details can be found **LINK**. The biobank provides information sheets and consent forms. Consent and collection may be performed by the biobank team or they may allow the study team to conduct these tasks.

## Sample collection

Having consented to surgery the patient will be listed for theatre. Surgery sites will have a theatre management platform such as ORMIS. Listings may be identified on the management platform. Alternatively, the theatre coordinator may assist. There will also be a theatre list circulated the week prior.

## Sample Collection.



## Division of Cancer Sciences

### Theatre brief.

The theatre team will need to be informed of the patient's consent for sample collection. Prior to each session the theatre team have a briefing to discuss that days' list. The PI will delegate responsibility to a member of the study team to attend the theatre briefing to discuss the needs of the study. The delegated person must take a copy of the consent form to theatre for the team to confirm consent. If bloods are required, this will be collected by the anaesthetist via the patient's venflon to avoid an additional procedure.

### To access theatre...

#### Pathology

Depending on the tumour type, the sample may be collected directly from theatre or it will need to be cut up by pathology. Therefore, pathology will need to be consulted in developing the sample collection protocol. The pathology lead for different tumour sites can be found [LINK](#).