

Tumor-First checklist	
Gynecology	
	Briefly educates patient about Tumor-First in OC, preferably prior to surgery
	Documents in the Electronic patient record (EPR) that the patient has been informed about Tumor-First and has not used the Opt-Out option (smartphrase)
	Presents information letter about Tumor-First and/or refers to website, if needed
	Checks for evidence of hereditary predisposition to cancer in the family (ovarian, breast, uterine, colon cancer in first or second degree) using the referral checklist and documents family medical history in EPR.
	Submits tumor tissue for standard pathological diagnosis (including request for Tumor-First test)
	Documents on the request form whether the patient objects to the Tumor-First test (Opt-Out)
Pathology	
	Receives tumor tissue from internal or external source
	Diagnoses ovarian/tuba carcinoma
	Includes all histological intra-ovarian or extra-ovarian carcinomas (no histological triage takes place)
	Revises (as part of the Tumor-First analysis), if necessary, tumor type on external applications (not required)
	Verifies that patient does not object to the Tumor-First analysis (Opt-Out)
	Checks the Palga database to determine whether any previous tumor DNA testing has been successfully completed
	Requests Tumor-First analysis
Molecular pathology lab	
	Receives tumor tissue and request for Tumor-First analysis from internal or external pathologists
	Performs Tumor-First analysis with an assay whose composition and quality are coordinated with a local clinical laboratory geneticist and clinical geneticist
	Interprets results of the Tumor-First analysis (collaboration between clinical scientist in molecular pathology and the clinical laboratory geneticist) and incorporates them into reporting for the PA report
Pathology	
	Processes the Tumor-First test result in the Palga database
	Checks/draws up Tumor-First conclusion text, indicating whether the test was successful and whether the result is an indication for clinical genetic counseling (pointing to positive family history as a reason for counseling)
	Approves Palga report for linkage to EPR/transmission to external requester
	Discusses Tumor-First results of patients from the facility's own practice in the multidisciplinary team meetings (MDTs)
Gynecology	
	Receives results of the Tumor-First test and discusses them with the patient
	Presents the results letter from the Tumor-First test
	Makes referrals to clinical genetics, depending on test results and family history
	- If the Tumor-First test was not successful, the patient is routinely referred to clinical genetics

	Documents the results of the Tumor-First test in the EPR (NOTE: It is necessary to draw a clear distinction between tumor and germline findings.)
	Provides the medical oncologist and, if necessary, the peripheral gynecologist + general practitioner with the Tumor-First test results.
Clinical genetics	
	Informs patient of germline test and consent
	Informs patient about the difference between the results of the tumor test and those of the germline test
	Requests germline test
	Informs patient of the results of the germline test and possible follow-up steps
	Records germline test results in the EPR (internal patients)
	Sends copy of the germline results letter to the specialists concerned
	Build in a safety net/check that patient has been referred to a clinical geneticist --> monitor request for germline test
General	
	MDT between gynecology, lab, clinical genetics, pathology
	Communication plan for dissemination of the Tumor-First procedure within the region
	Working arrangements are included in the Standard Operation Procedures of the various departments
	Collaboration, authority, and responsibilities of the Pathology and Genetics departments on the Tumor-First test procedure and access to the required infrastructure are established within the quality systems of both departments
	Funding for the tumor test has been arranged
	Standard texts for reporting on Tumor-First analysis are available and have been approved by the departments of Pathology and Genetics
	Build in a check to periodically verify that the Tumor-First test has been requested
	Validation report on the analysis used is present and accredited by a clinical scientist in molecular pathology and a clinical laboratory geneticist
	Tumor-First analysis is covered by ISO 15189 laboratory certification