1. Choose the History tab in Epic and find the Family History section. Make sure your view is set to ‘List.’

2. Be sure to access and document all 1st and 2nd degree family members. Document ALL cancer diagnoses, the age of onset, whether there are no known problems, or comment no cancer diagnosis.

3. To add a diagnosis to the problem column choose then look up the appropriate diagnosis.
   a. You will need to continue that process for each diagnosis
Family History Tip Sheet

4. Be sure to add age of onset with each diagnosis listed, if age is unknown, type ‘age of onset unknown’ in the comment section
   a. Note: You can also type an age range into the age of onset column if exact age is unknown

5. When you access the patient and there are no known problems, or no history of cancer, be sure to mark that for each 1\textsuperscript{st} & 2\textsuperscript{nd} degree family member.
   a. Note: If there is already a problem listed (ie: hypertension) but patient has no cancer history, that needs to be noted in the comment section. Choose the \( + \) and add ‘other’ and type ‘no history of cancer’ in the comments section

Documentation of complete family history:

- \textbf{ALL} patients with a cancer diagnosis
- \textbf{ALL} 1\textsuperscript{st} and 2\textsuperscript{nd} degree relatives must be assessed, if unknown it must be documented
  - 1\textsuperscript{st} degree relatives = parents, siblings, children
  - 2\textsuperscript{nd} degree relatives = grandparents, aunts, uncles
- Age at onset must be documented, if unknown, comment age unknown in comments, or provide age range
- Be sure to make it clear patient family history was accessed, by either there being no known problems, or adding no history of cancer in the comment section

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