Suggested format:

* Service/tumour stream
* Time required
* Location of where to meet
* Contact name and contact number

For example:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| JOHN SMITH | | | | |
| **MON, 28 OCT** | **TUE, 29 OCT** | **WED, 30 OCT** | **THU, 31 OCT** | **FRI, 1 NOV** |
| Clinical Trials  1 -4PM, Meeting room 14B. Sarah Warren, 04\*\*\* |  | Paeds Clinic  9.30AM - 12.30 PM, Level 3D  Andrew White, 04\*\* | Radiation Therapy Tour  3 - 4PM. Meet at Radiation Therapy Reception, Level A  Jenny Castaneda, 04\*\* | Haem clinic  8.30AM - 12PM  Jack Joe, 04\*\* |
| **MON, 4 NOV** | **TUE, 5 NOV** | **WED, 6 NOV** | **THU, 7 NOV** | **FRI, 8 NOV** |
|  |  | Haem MDM  12.30 -2.00PM  Jack Joe, 04\*\* | Late Effects Clinic  1 -2PM, Clinic 20 Level 2  Rebecca Hanna, 04\*\* | Surgery tour  2 -4.PM, Meet at Research reception, Level 1  Sue Champman, 04\*\* |
| **MON, 11 NOV** | **TUE 12 NOV** | **WED, 13 NOV** | **THU, 14 NOV** | **FRI, 15 NOV** |
|  | Lung Chart Round  8 - 9.30AM, Meeting room 9A, Level 6  Alistair Chueng, 04\*\* |  |  |  |