



Royal Berkshire
NHS Foundation Trust

Welcome to the Radiotherapy Planning Department

Information for patients
and relatives

Radiotherapy Planning opening times:
8.30am-5.00pm Monday to Friday
Reading Tel: **0118 322 7872**
Bracknell Tel: **01344 662900**
Email: radiotherapy.planning@nhs.net

You have been asked to attend one of our Radiotherapy Planning Departments at the Royal Berkshire Hospital in Reading or Bracknell HealthSpace in Bracknell. This leaflet gives you information about the department and your appointment with us.

The purpose of radiotherapy planning

In clinic today, you and your doctor agreed that you are going to have radiotherapy treatment for your cancer. In order for the radiotherapy treatment to be prepared, a planning appointment is required so that your treatment is ready for you on your first day of treatment.

What time to arrive

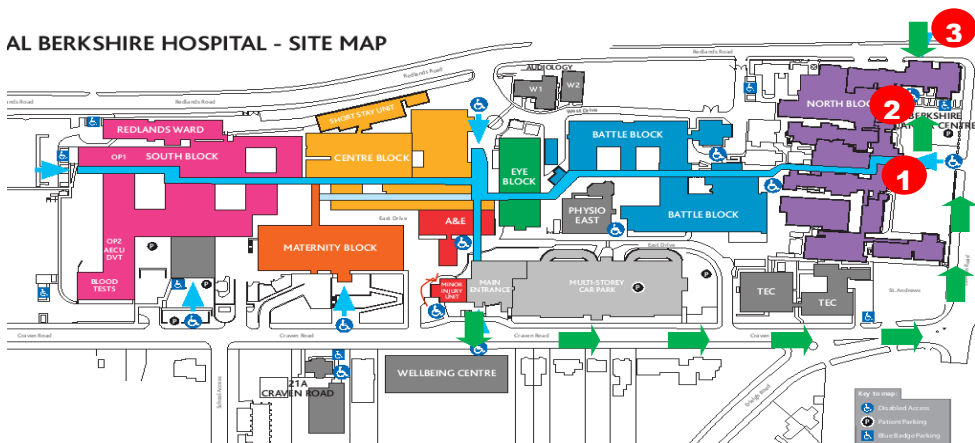
In the next few weeks you will be telephoned with an appointment date and time. You may also be provided information and instructions on how to prepare for your appointment if needed.

Where to go when you arrive: Reading

There are three routes that can be taken to get to the Radiotherapy Planning Department in the Royal Berkshire Hospital, located in the Berkshire Cancer Centre, Level 1, North Block. (see numbers ①, ② and ③ on diagram on next page).

- ① Enter the North Block main entrance on London Road, turn right and follow the **Radiotherapy Treatment Units** sign from there.
- ② Enter the Berkshire Cancer Centre from the North Block car park, turn left, pass the tea bar on the right and continue straight ahead, following signs for **Radiotherapy Treatment Units**.
- ③ Enter the Berkshire Cancer Centre from Redlands Road, turn right and continue straight ahead, following signs for **Radiotherapy Treatment Units**.

AL BERKSHIRE HOSPITAL - SITE MAP



Map showing three routes into the Radiotherapy Department (green arrows showing route from multi-storey car park).

Please follow the signs for 'Radiotherapy Reception', where you can check in and wait for a member of the planning team to call you.

Refreshments (Reading)

The League of Friends have a café with seating area in the Conservatory off level 1 in Battle Block.

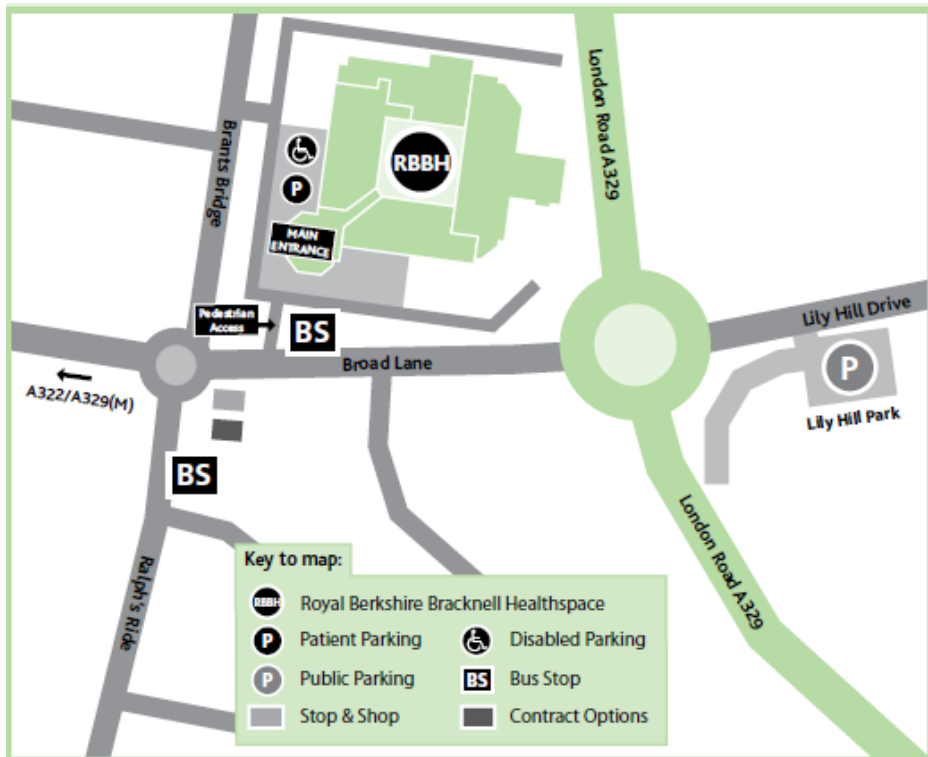
The hospital restaurant and café are at the end of South Block corridor on level 1.

Parking (Reading)

Please allow plenty of time to arrive on time for your appointment, especially if you plan on parking at the Royal Berkshire Hospital. The car parks (multi-storey and London Road) are very busy so it may take some time to get a parking space. You can receive free parking by providing your registration number to the receptionist.

Where to go when you arrive: Bracknell

Enter the Bracknell HealthSpace through the main entrance. The Radiotherapy Department is located on the ground floor, through the BLUE doors.



Please check in at the Radiotherapy Reception Desk and wait for a member of the Planning Team to call you.

Refreshments (Bracknell)

There is a café located in the main foyer, just outside the Radiotherapy Department.

Parking (Bracknell)

There is plenty of free parking at the Bracknell HealthSpace.

Medication

Please take your usual medication on the day of treatment and bring any regular medication that you might need with you, such as painkillers and insulin.

It is possible that you will be in the department for up to a few hours so we advised bringing medication you may need and also something to eat and drink if you feel you may need it.

Radiotherapy planning

The duration of your planning appointment will vary depending on where in the body you are having treatment and other factors, such as your health and how well preparations for your planning scan have been followed.

If you are receiving radiotherapy to the pelvis area you may be asked to follow bowel and bladder preparations in the weeks/days leading up to your planning scan. This is very important and will ensure the planning appointment runs smoothly. If you have any concerns please contact the Planning Team.

At the end of your appointment, the radiographers will let you know the start date, time and location of your first radiotherapy treatment. This will be for either Reading or Bracknell depending on department capacity. When you arrive for your first treatment appointment you will check in at the same reception desk.

Useful contacts / support

- Radiotherapy Planning Department (open 8.30am-5.00pm Mon-Fri), Level 1 North Block, Royal Berkshire Hospital
Tel: 0118 322 7872 or Email: radiotherapy.planning@nhs.net
- Macmillan Cancer Support
0808 808 2020 www.macmillan.org.uk
- Patient Advice and Liaison Service (PALS) 0118 322 8338 or email PALS@royalberkshire.nhs.uk
- Royal Berkshire Hospital switchboard 0118 322 5111

Notes:

To find out more about our Trust visit www.royalberkshire.nhs.uk

Please ask if you need this information in another language or format.

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