

Table 1. *Ways to address the pandemic can be included in four levels of action.*

A. Mobilization (Mobilize):

- Appointment of a person responsible for the implementation of all necessary measures indicated by the Health Authorities.
- Implementation of measures for early diagnosis of infection and prevention in order to limit the possible spread of the virus in the Department (landscaping, change of examination and monitoring program (follow up) of patients, appropriate training of staff in hygiene issues, wide availability of antiseptics, reduction of seats in the waiting room, disinfection of spaces between treatments).
- Redistribution of responsibilities to staff belonging to vulnerable groups (employees with chronic diseases such as immune diseases) and implementation of telework, which in the case of the Department was not possible.
- Due to the small number of staff of the Unit it is not possible to create "two teams", in case one member of one team is forced to be quarantined, the other team to continue to provide its services. This measure will be applied in case the number of infected increases excessively in the Hospital or in the community.
- Reduction of the number of visits with physical presence in the Department: Selection of patients for the order of priority of starting treatment, modification of radiotherapy regimens (application of short-term regimens especially for patients undergoing palliative radiotherapy) according to the current guidelines and international scientific societies.
- Evaluation of the early symptoms of COVID-19 infection and differential diagnosis from the malignant disease or the side effects of radiotherapy.
- Strict control of the mobility of caregivers within the Unit and enforcement of the measure "one attendant per patient".
- Interruption of educational procedures for undergraduate students.

C. Strategy:

- Evaluation of the measures taken and their evaluation in order to establish them as practices even after the escape of the pandemic. Especially distance communication and hypofractionation regimens
- Security of personal data - network security (cybersecurity)
- Cost reduction and supply improvement strategies

B. Stabilization of the new situation (Stabilize):

- Meeting-discussion between the members of the Group on a daily basis, for the current information from the Infection Committee of the Hospital, recording the course of the disease of any patients and the treatment of emergency problems (e.g., infection of a patient or staff member, lack of personal protective equipment, assessment of the severity of emergencies).
- Establishment of an "action scenario" in case of detection of a patient positive for coronavirus.
- Establishment of a rapid test examination in all patients on the day of arrival for the first treatment and then once weekly.
- Establishment of methods of remote counseling with patients and caregivers after the end of treatment.
- Encourage the use of the internet and the telephone for the communication of patients-caregivers with the Department.
- Contact with the COVID-19 Manager and the psychologist of the Hospital for the solution of emergency problems and mainly for the psychological support of the employees.
- Assurance with the Medical Equipment Company (ELEKTA) that the periodic and emergency maintenance of the equipment will not be interrupted.

D. Re-Normalize:

- The purpose is to gradually return to normal, which is currently not visible.