

Instructions for Completing your Family History Form

Once you have scheduled an appointment, we ask that you fill out a family history form and return it to us, preferably at least one week before your appointment. We know that it may be difficult to think about the cancer diagnoses in your family, but please help us provide you with the best service possible by completing as much of the family history form as you can. This allows us to fully assess the history to determine if there may be a hereditary cause for the cancers seen in your family.

- **Gather your medical records.** If you've had cancer, please try to obtain medical records of your diagnosis, especially pathology reports. If your diagnosis was through Hoag Hospital, we may be able to obtain your records from our system.
- **Whom to include:** We don't really need to know about your distant relatives (e.g. second cousins), but please do include your close relatives who have never had cancer as well as your relatives who have been diagnosed with cancer.
- **Types of cancer:** It is important to know exactly what type of cancer "Aunt Betty" had -- for example, was it cervical, uterine or ovarian? Sometimes a person is diagnosed with a cancer that has spread to another spot in the body. In these cases, we do not consider that person to have two separate diagnoses. For example, if a woman had ovarian cancer that spread (or "metastasized") to the lung, she is not considered to have both ovarian and lung cancers, only ovarian cancer. If she was diagnosed with ovarian cancer and later with a new lung cancer, then she would be considered to have both ovarian and lung cancers.
- **Gather medical records of your family members who have had cancer.** If pathology reports (records of cancer diagnosis) are not available and your relative is deceased, sometimes death certificates are useful if your relative died of cancer and if you are not sure what type of cancer he or she had. These websites may be helpful in obtaining a death certificate:
<http://vitals.rootsweb.ancestry.com/ca/death/search.cgi>
<http://vitalrec.com/deathrecords/>
- **Obtain copies of any prior genetic test results.** If you or any of your family members have already had genetic testing related to hereditary cancer, please obtain a copy of the results (with the permission of your family member, of course) and send to our office along with your [family history form] prior to your appointment. It is best to return your family history form at least one week prior to your appointment.
- **Relationships:** If you would like to include additional relatives, please let us know exactly how they are related to you. For example: for a great uncle, you might say "mother's father's brother" or "father's mother's brother."
- **Names:** Names are optional. If you'd like your family members' (first) names to appear on your family tree, include them. If you'd rather not have their names appear, simply leave the names off your family history form. Once completed, you may email the form back to us at hereditarycancer@hoag.org, fax it back to 949-764-8102, or mail it to Hoag Cancer Institute, One Hoag Dr, PO Box 6100, Building 41, Newport Beach, CA 92658. If you are completing the form online through the Progeny FHQ option, we will automatically receive your form.