

頭頸腫瘤放射治療部門

加州大學舊金山分校海倫·迪勒家族綜合癌症中心

Head and Neck Radiation Oncology Program

Helen Diller Family Comprehensive Cancer Center

University of California, San Francisco



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Translated by the UCSF Asian Health Institute

Radiation Oncology 腫瘤放射治療科

腫瘤放射治療科主機電話..... (415) 353-7175

Radiation Oncology Main Phone Number

辦公時間以外與週末, 可要求與駐院當值之醫生通話。

After hours and on weekends, ask to speak to the resident on call.

新病人諮詢預約 New Patient Consultation Appointments

電話 Phone (415) 353-9807

傳真 fax (415) 353-9884

放射治療科接待處 Radiation Reception Front Desk

錫安山 Mt. Zion Campus.(415) 353-9929

治療機室 Treatment Machines

射波刀 Cyberknife(415) 353-9949

Tomo 治療機室 Treatment Machine (415) 353-9912

Versa 治療機室 Treatment Machine (415) 353-9915

Oncor D 治療機室 Treatment Machine(415) 353-7453

護士台 Nurse's Station

電話 phone (Mt. Zion Campus) (415) 353-9966

傳真 fax (415) 353-7068

行政助理 Administrative Assistant (415) 353-9893

臨床業務經理 Clinical Practice Manager. (415) 353-4683

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其他常用加州大學舊金山分校電話號碼

Other Helpful UCSF Contact Phone Numbers

主院 Main Hospital.(415) 476-1000

醫療記錄部 Medical Records Department (415) 353-2221

癌症資源中心 Cancer Resource Center (415) 885-3693

禮品店 Friend to Friend Gift Shop (415) 353-7776

社工 Social Worker(415) 514-6338

腫瘤科營養師 Oncology Dietitian.....(415) 885-7608

耳鼻咽喉科頭頸外科診所

Otolaryngology Head and Neck Surgery Clinic ... (415) 885-7528

口腔頰面外科 Oral Maxillofacial Surgery(415) 476-1316

口腔醫學臨床中心 Oral Medicine Clinical Center

.....(415) 476-2045

言語與吞嚥治療師 Speech and Swallowing Therapist

..... (415) 885-7528

放射科預約 Radiology Scheduling(415) 353-2573

Welcome!

Thank you for choosing the UCSF Head and Neck Radiation Oncology program for your care. We look forward to caring for you!

The UCSF Head and Neck Radiation Oncology Program is based at the University of California, San Francisco at the Mount Zion Campus (1600 Divisadero St., Basement Level).

Hours of Service: 7 a.m. to 5 p.m.

How to contact us: For new patient appointments call (415) 353-9807. To speak to a nurse, call (415) 353-9966 during normal hours of service. After hours and on weekends, call (415) 353-7175. Ask for the radiation oncology resident on call.

What is Radiation Therapy?

Radiation is an effective way of treating cancer and some non-cancerous conditions. The use of radiation for cancer treatment began over 100 years ago. This process damages the DNA of the cancer cells and prevents them from reproducing. The cancer cells die when they can no longer multiply and the body naturally gets rid of them. Healthy tissues are spared the effects of radiation because, unlike the cancer cells, normal cells have the ability to repair the DNA damage and recover. In addition, normal tissues are shielded as much as possible while targeting the radiation to the cancer site.

歡迎！

感謝閣下選擇加州大學舊金山分校之頭頸腫瘤放射治療部門為您醫療。我們期待為您服務！ 了

加州大學舊金山分校之頭與頸腫瘤放射治療部門於大學之錫安山校園(1600 Divisadero St., Basement Level 地下室)。

服務時間: 早上七點正至下午五點正

聯絡我們: 新病人預約, 可致電 (415) 353-9807 。向護士查詢, 可於辦公時間內致電 (415) 353-9966 。辦公時間以外與週末, 致電 (415) 353-7175 找腫瘤放射科之駐院醫生。

放射治療是什麼？

放射是一種有效去治療癌症與一些非癌類狀況之方法。超過一百年前已經開始利用放射去治療癌症。這療程會破壞癌細胞的基因並阻止它們繁殖, 當癌細胞不能夠再增生, 身體就能自然地將癌細胞除去而令它們死亡。健康的組織可以倖免於放射的影響, 因為正常的細胞有異於癌細胞, 它有能力去修補基因的損壞, 並且會康復。再者, 當放射是對準癌細胞位置時, 正常的組織會儘可能受到掩護。

Types of Radiation Treatments

External Beam Radiotherapy

During external beam radiation therapy, beams of ionizing radiation in the form of X-rays or electrons are directed at the cancer from a machine (linear accelerator) located externally outside the patient's body. These beams are designed to treat the specific region designed by your physician. Information from your imaging studies (CT scan or CAT scan) or magnetic resonance imaging (MRI) scans may be utilized. Treatments are given as an outpatient procedure. This type of treatment will not make you radioactive. Three-dimensional conformal therapy (3D) or intensity modulated radiation therapy (IMRT) are both advanced forms of external beam radiation therapy planning.

Treatments are given as an outpatient procedure, usually once a day on regular weekdays (Monday through Friday). Each daily treatment is typically scheduled for about a 15–20 minute session.

Brachytherapy

Brachytherapy is used in very select situations. Radioactive seeds will be placed temporarily or permanently into the body in the area of the cancer. Temporarily tubes or needles may be required to guide the seeds to the proper location. Because the active area of radiation is limited when using this technique, it is only appropriate when focused treatments would be adequate for treatment.

放射治療之類別

體外放射療法

進行體外放射治療期間，電離放射的光束以 X 射線或電子的形式，從置於病人體外之儀器(直線加速器)射至腫瘤。這些光束是您的醫生針對特定部位來治療而設計出來。您的成像檢查(電腦斷層掃描或電腦軸向斷層掃描)或磁共振成像的資料可能會有用，治療是用門診方式。這類治療並不會讓您有放射性。三維適型放射治療(3D)或強度調節放射治療(IMRT)都是先進之體外放射治療規劃。

治療會以門診方式，通常是於正常工作天(星期一至五)內每日一次。每天一次的治療通常預定於 15 至 20 分鐘。

近距離放射治療

近距離放射治療只會用在極為有限之情況下使用。放射性種子會暫時或永久性的置於體內腫瘤之範圍。會需要以暫時性的管子或針去把種子引導至一個適當的位置。因為這技術之放射活動範圍有限，所以只適用於當聚焦治療是已經足夠之療法的時候。

Orthovoltage

For very superficial skin cancers, your physician may prescribe orthovoltage or electron treatments. This technique uses a very low energy of x-rays or electrons which treat just the skin surface.

Specialized shielding will be designed for you by your physician. The daily schedule is usually similar to regular external beam radiation.

The Health Care Team in Radiation Oncology

Radiation Oncologist

He or she is your physician who specializes in the medical use of radiation therapy to treat people with cancer and various other conditions.

Resident or Fellow

A resident is a licensed physician who is in training in radiation oncology. They may work with your physician. A fellow is a doctor that has finished their residency training but is spending an additional year in specialized training in a specific area of interest.

Administrative Assistant

The administrative assistant helps your physician schedule appointments for you, is available to answer your questions and can direct you to the appropriate person at UCSF. The administrative assistant will help keep your records organized and get messages to your physician or nurse.

中電壓治療

對於很表面的皮膚腫瘤,您的醫生會以 X 射線或電子療法處理。這技術利用一種很低的 X 射線或電子能量,只是去治理皮膚之表層。

您的醫生會專門為您設計保護罩。每日治療之時間表通常會跟常規體外放射療法的差不多。

腫瘤放射科醫護團隊

腫瘤放射師

他(她)是您的醫生,專長於運用醫學放射技術以治療癌症和其他各種不同病況。

駐院實習醫生或院士

駐院實習醫生是正在接受放射治療培訓的已註冊醫生,他們會在治療過程中配合您的醫生。院士是已經完成駐院培訓的醫生,並正在接受多一年專門之培訓。

行政助理

行政助理會協助您的醫生為您安排預約時間,並隨時回覆您的查詢,也可以指引您到 UCSF 內合適幫您的員工。他(她)會協助整理您的記錄,並代您傳話給您的醫生與護士。

Head and Neck Radiation Oncology Nurse

When you are ready to begin treatments, you will meet your specialized head and neck radiation oncology nurse. Your nurse works with your physician and radiation therapists to care for you during your treatment. Your nurse will focus on education, assessment, symptom management and quality of life issues. Your nurse will explain to you how to best care for your skin, nose, mouth, and throat during the treatments. Your nurse will also come to your weekly appointment with your radiation oncology physician. If you have other questions, either your assigned head and neck nurse or the regular nursing staff are available during regular business hours.

All of our radiation oncology nurses are licensed registered nurses. Many of them have additional training and certification in oncology nursing. Advanced practice nurses (clinical nurse specialists and nurse practitioners) have completed a Master's degree program.

Radiation Physicist and Dosimetrist

The radiation physicist has a Master's degree or Ph.D. in medical physics. The physicists are responsible for maintaining and checking the treatment machines. They also help in the design and delivery of your radiation plan. Under the supervision of the physicist, the dosimetrist plans the actual treatment and calculates the dose to be delivered as prescribed by the physician.

Radiation Therapist

Your radiation therapists have completed two to four years of specialized training in the delivery of radiation for medical use

腫瘤放射科護士

當您準備好開始療程，您會先與您的頭頸腫瘤放射專科護士會面。護士會跟您的醫生與放射治療師在治療過程中共同照顧您。您的護士會專注於您的培訓、評估、症狀管理與生活質素問題。他(她)會為您解釋如何在療程中能夠有效地照顧您的皮膚、鼻、口與咽喉。您的護士也會出席您每週與腫瘤放射科醫生之會面。如果您有任何其他問題，於正常辦公時間之內，都可以向您的頭頸腫瘤專科護士或值班之護士查詢。

我們所有腫瘤放射科護士都是正式註冊護士。他(她)們很多都接受過腫瘤疾病護理培訓，並持有有關證書。高級實務護士(臨床護理專家和執業護士)都已完成碩士學位課程。

放射物理學家和放射劑量師

放射物理學家皆持有醫療物理學博士或碩士學位。他(她)們負責檢查與維修治療儀器，也會協助設計與製定您的放射治療方案。在他(她)們監督之下，放射劑量師會計劃真實的療程，並計算出醫生處方之所需劑量。

放射治療師

您的放射治療師已完成兩至四年醫療放射專業培訓和持有腫瘤放射學的認證。他(她)們每天都操作著您所需用之治療儀器。

and are certified in radiation oncology. They operate your treatment machine day-to-day. They are instructed to call a physician or resident if for any reason, the radiation plan cannot be delivered as exactly prescribed.

Social Worker

The social worker is available to help you and your family cope with the diagnosis and treatment of cancer. They can provide you with connections to community resources. The social worker may be able to assist with transportation, housing, emergency funding, home safety, and medical equipment. They are available to provide personal and family counseling.

Oncology Dietitian

Our oncology dietitian is trained in nutrition counseling for patients undergoing cancer treatment. They can evaluate your diet, assist with gaining or losing weight, give you recommendations to cope with symptoms (like constipation, difficulty eating, nausea, or lack of appetite). The dietitian can provide advice concerning specific diets, supplements and vitamins. They see patients for individual consultations and teach group classes for the UCSF Cancer Center.

Speech and Swallowing Therapist

The speech and swallowing therapist has specialized training in speech, language and swallowing problems. This therapist will teach you exercises and techniques to maximize your function. They see patients before, during, and after their course of radiation therapy treatment.

在任何情況下，若放射計劃未能如規定執行，他(她)們會跟醫生或駐院醫生聯絡。

社工

社工會協助您及您的家人配合癌症之診斷與治療。他(她)們可以為您提供社區資源之聯系，也可以為交通、住屋、緊急資金、家居安全與醫療儀器等問題提供協助。他(她)們亦會為個人與家庭提供輔導服務。

腫瘤科營養師

我們的營養師都曾受過對正在接受治療的癌症病人之營養諮詢服務訓練。他(她)們可以評估您的飲食，協助增加或減低體重，給您應付症狀的建議 (例如: 便秘，進食困難，嘔吐，食慾不振)。營養師可以在個別特定之飲食、補充劑與維生素等方面給與意見。他(她)們會與病人個別諮詢會面，也會在加州大學舊金山分校癌症中心對大眾講授課程。

語言與吞嚥治療師

語言與吞嚥治療師曾接受處理語言、語文與吞嚥問題之專業培訓。他(她)們會教大家一些活動和技巧去強化您的功能。他(她)們會在放射治療之前、治療期間與治療之後跟病人個別會面。

Oral Medicine Specialist

The UCSF Oral Medicine Clinical and Oral and Maxillofacial Surgery Centers are divisions of the UCSF School of Dentistry. These are dentists that specialize in diseases of the mouth. They will perform an examination of your mouth and teeth before you receive radiation therapy. They may recommend that unhealthy teeth be removed before starting your radiation treatments. They may recommend a deep cleaning procedure and prescribe fluoride applications.

What to expect

Radiation may be given by itself without other treatments (definitive treatment). Or, it may be given with other therapies, like chemotherapy (concurrent treatment). In some cases radiation may be delivered before (neoadjuvant or preoperative) or after surgery (adjuvant or postoperative treatment). We will work closely with the other doctors on your cancer team to coordinate your plan of care together.

Consultation

Your first visit to a radiation oncologist is called a consultation. Its purpose is for the physician to assess your medical condition and perform a physical exam. When you are examined, the physician may look into your nose, mouth or throat with a camera (endoscope). If this is needed, a temporary numbing medication will be offered to make you comfortable. Your radiology studies, pathology slides, and surgical reports will be

口腔醫學專家

加州大學舊金山分校口腔醫療臨床與口腔頷面外科中心乃加州大學舊金山分校牙科學院之部門。那裏的牙科醫生都精於治理口腔疾病。在進行放射治療之前，他(她)們會先檢查您的口腔與牙齒，然後建議在開始放射治療之前將有毛病之牙齒先脫去，也會推薦做一次深層清潔和用氟化物塗牙。

什麼是需知之事

放射可以是唯一選用的療法(決定性治療)而毋須附有其他治療。或者，它也可以連帶其他治療方式，例如：化學療法(同步治療)。在一些個案中，放射可以在手術之前(新輔助或手術前)或之後(輔助或手術後治療)進行。我們會與你癌症團隊中的其他醫生緊密合作，共同互相配合您的治療計劃。

諮詢

您首次與腫瘤放射醫師的會面稱之為諮詢。會面目的是讓醫生評估您的身體狀況，並且進行一次身體檢查。在檢查中，醫生會用一部相機(內窺鏡)去檢驗您的鼻、口或咽喉。若有需要，為了使您覺得舒適，會施用暫時暫時的麻醉藥。我們會檢視您的放射報告、病理燈片與手術報告，以決定您會否從放射療程

reviewed to determine if you will benefit from a course of radiation

The initial consultation takes one to one and a half hours. The expected benefits, risks and outcomes of your treatment will be explained. You will have ample time to discuss any questions you may have with your physician. Other treatment options may also be discussed. The radiation oncologist will discuss your care with your referring doctor.

It is important that you bring a list of any medications you are currently taking (including over-the-counter medicines and dietary supplements) with you. It is also helpful if you supply contact information for your primary care physician and your other physicians. If you have outside radiology studies, it will speed up the process if you bring copies on a CD-ROM and the printed reports. Please fill out and bring the radiation oncology department's health questionnaires that should have been mailed to you prior to your consultation. For patients who do not speak English, an interpreter will be provided by UCSF.

Other possible appointments

As mentioned above, there will be many types of specialists in your healthcare team. You may need an appointment with the following practitioners before you start your radiation treatment: Nutritionist, speech therapist, oral medicine doctor and social worker.

中得益。

初步諮詢需時一至一個半小時。我們會給您解釋預期之效用、風險與治療結果。您會有大量時間跟醫生談論任何問題，也可以討論其他可行之治療方法。腫瘤放射醫師也會跟轉介醫生談論您的護理。

重要的是您要帶備一份您正在服用的藥物清單(包括非處方藥物和膳食補充劑)。如果您可提供您的主要保健醫生和其他醫生之聯絡資料，亦會有所幫助。若您有在其他地方做放射治療，請帶備有關之光碟與打印報告，這會令進程加快。請填寫並帶備腫瘤放射部門之健康問卷；我們應該在會面之前已經郵寄給您。加州大學舊金山分校會提供翻譯員給不會說英語的病人。

其他約見

就如上述，您的醫療團隊中會有不同的專家。在開始接受放射治療前，您可能需要跟以下的醫療人員會面：營養師、語言治療師、口腔醫學專家與社工。

Consent

Before you begin radiation therapy and after your questions have been answered, you will be asked to sign a consent form. Signing the consent form means that you understand the risks and benefits of the radiation and that you agree to the treatment.



同意書

在您開始接受放射治療前與您的問題已得到解答後，您需要簽署一份同意書。簽署同意書表示您已經明白放射治療之風險與效用，並且同意接受治療。

Simulation (planning session)

The “simulation” is the first step in planning your radiation treatment. The purpose is to identify the area to be treated.

Before simulation begins, a photograph of your face will be taken for daily identification purposes. During the simulation process, you will most likely be positioned on a table, lying on your back. In most cases, a custom mold or mask will be made to help you keep your exact position on a daily basis. Additional devices may be created for you depending on the directions of your physician.

The simulation may take up to an hour. Several medical professionals will be present. These include your physician and his or her resident and the simulation therapist(s).

The simulator is a machine that mimics the movements of the actual treatment machine but uses regular diagnostic X-rays. Measurements and X-rays of the area to be treated will be taken to plan out the direction of the X-ray beams. You will also have a CT scan at the time of this appointment. The plastic mask will be marked with permanent ink guiding lines to act as a reference for the daily set up of your treatments.

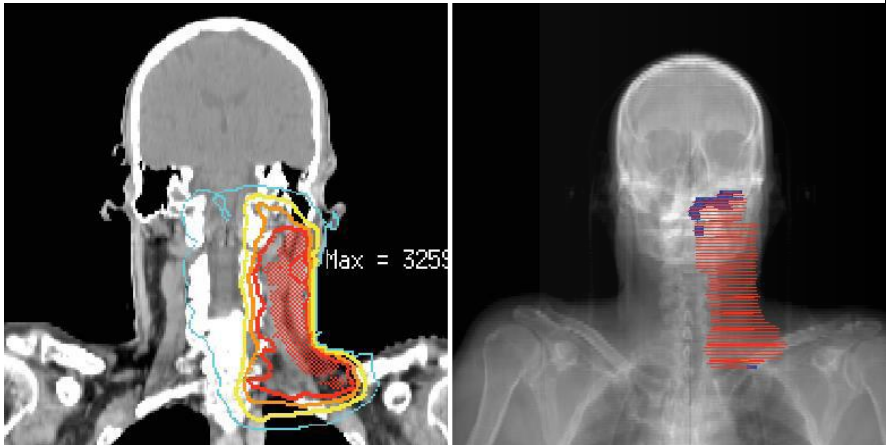
模擬 (策劃時段)

『模擬』是策劃您的放射療程之第一步，目的是找出要治療之範圍。

在開始模擬之前，會先替您的面孔拍一張照片，以備每日辨別之用。在模擬的過程中，您很可能會被安置背躺在一張檯上面。多數會為您預製一個模具或面罩以幫助您每次都可以保持在一個準確的位置。視乎您的醫生指示，或許需要為您特製額外的儀器。

模擬可能會用上一個小時。數位醫學專家會在場，這包括您的醫生與他(她)的駐院醫生，還有模擬治療師。

模擬的儀器會模仿真實治療儀器的活動，但使用常規診斷 X 射線。治療範圍的大小與 X 射線會被記錄下來，以規劃出 X 射線光束之方向。在這次會面中，也會為您進行一次電腦掃描。塑料面具會被畫上永久的導墨線，作為日後每次為您準備治療之依據。



Treatment planning

The information from the simulation will be used to design your treatment. The dosimetrists and physicists are in charge of making your original treatment plan. The treatment plan is then reviewed and approved by your physician prior to treating you.

Treatment plans are made using computer calculations based on your CT scan. The plans are complex. They must take into account the area to be treated, the surrounding normal tissues to be protected, and your specific shape and size. Several plans may be made and your physician will select the best one. This process takes several days to 2 weeks.

Verification

Once the best treatment plan has been selected, you will come back for a practice session on the actual treatment machine. This process, called a “new start” or “dry run,” will take about one half hour on a weekday afternoon. You will be assigned to one of

治療方案

從模擬收集到之資料會被用作設計您的療程。劑量師與物理師會負責製定您原有的治療方案。然後，在治療開始前，這方案會交由您的醫生再次檢視與批核。

治療方案是基於您的 CT 掃描之電腦計算。這是一份複雜之方案，並且必須考慮到治療之範圍、其周圍要受到保護之正常組織與及您的體形和體積。有時可能需要準備幾份不同的方案，交由您的醫生去決定哪是最適合的。這過程需時數天至兩個星期。

核實

當已選定最適合之治療方案後，您會回來做一節用真實治療儀器之實習。這過程稱為「新開始」或「試行」，在一個正常工作天之下午做，需要大約半小時。您會被分派到其中一部儀器

the treatment machines. At the time of the new start, you will be placed on the treatment machine with your mask and any other devices made for your treatment. X-rays will be taken to record the path of the X-ray beams. These will be compared to the plan. If your plan and position on the table meet the physician's approval, you are ready to begin treatment.

At the time of this visit, you will also be scheduled for your daily treatment appointments with your therapist. If you have other appointments that conflict with your daily treatment time, such as chemotherapy, simply inform your therapist. The therapists can adjust your regularly scheduled time to assist these other appointments.

Daily treatments

The specific number of treatments you will receive is decided by your physician based on your type of cancer, its location, and what other treatments are planned. Most patients are treated 5 days a week, Monday through Friday, for about 6–7 weeks. Your normal cells will heal over the weekend.

Although side effects can vary between patients, you should be able to continue with many of your normal activities. Many patients come to treatment by themselves. During the last couple of weeks of treatment many patients appreciate assistance. If you are feeling tired, weak or need pain medications, you should have a family member available to help you.

You must check in at the front reception desk every day for treatment; this tells your treatment machine you are here. At

做治療。在「新開始」的時間內，您會被置於治療儀器上，並戴上面罩及其他為您的治療而設置的儀器。進行 X 射線以記錄 X 射線光束的路徑。這些數據會跟您的方案作比對；如果您的方案與桌上位置符合醫生之批核，這便表示您的療程已經準備就緒了。

在這次會面，也會跟您的治療師安排以後每日治療的時間；如果這些時間跟您其他的安排有衝突，例如化學治療，只需要通知治療師，治療師可以調整您定期的治療時間協助以這些其他安排。

日常治療

由您的醫生根據您的腫瘤類別、位置與其他預計之治療決定您所需要接受治療的特定數量。多數病人的治療是一週做五天，星期一至五，連續做六至七個星期。您的正常細胞會在週末期間復原。

副作用雖因病人而異，您仍應該可以繼續做許多日常之活動。許多病人可以自己來接受治療；但在最後兩個星期之治療，很多病人都樂於有援助。如果您感到疲倦、虛弱或需要止痛藥，您便應該有一位家人可以幫助您。

您每天做治療之前必須到接待處報到；這樣做會讓治療儀器知道您已抵達。在做模擬之時，您會收到一張個人的掃瞄卡，以

the time of your simulation, you will be given a personal scanner card to make your check in faster.

Weekly visits

You will have a visit with your physician and your primary nurse every week during treatment. They will monitor your progress, help you manage any side effects, and discuss any new concerns. This is called an “on treatment visit” and will usually happen on the same day of the week. If you are having a problem but are not scheduled to see your doctor that day, speak to your therapist or stop by the nurse’s station.

Possible side effects

Anxiety

It is common for patients to experience anxiety, especially during the first few weeks of treatment. Often this feeling will improve as you become used to your routine. If you are having anxiety, you can discuss this with your physician, who can prescribe medication to help you.

Skin changes

One of the common side effects of radiation therapy is skin changes. The skin in the areas that are being treated may become red, dry and itchy. Commonly patients develop small blisters or weeping in specific areas. This usually does not happen in an uncomfortable way until 4-5 weeks into treatment. The reaction is similar to a sun burn. Your physician or nurse will monitor your skin changes and offer

便於日後登記時更加快捷。

每週例會

治療期間，您每週會與您的醫生和主要負責您的護士會面。他(她)們會監察著您的進度、協助您處理任何的副作用與及討論任何新出現的問題，這是稱為「治療中之會訪」，通常會安排在星期中的同一日。如果您遇到難題，但又未曾到見醫生的日子，可以向您的治療師查詢，或直接去護士站。

可能出現之副作用

焦慮

特別是在治療最初的幾個星期內，病人一般都會產生焦慮感覺。這感覺當您對過程習慣了後會有所改善。您如果有焦慮的感覺可以跟醫生談論，他(她)可以開處方藥物去幫助您。

皮膚變異

其中一種常見的放射治療副作用是皮膚之變異。在治療範圍內之皮膚會轉為紅色、乾燥和感到痕癢。一般也會出現小水皰，並在某些位置出水。直至到開始治療後的四至五個星期，這通常都不會令人感到不舒服。這種反應有點像被太陽灼傷。您的醫生或護士會監察著您的皮膚變異，並會提供皮膚護理之建議。在得到您的醫生或護士指示之前，千萬不要在您的皮膚上

you skin care recommendations. Do not put anything on your skin without the advice of your physician or nurse.

Recommendations for skin care include:

- Avoid extreme temperatures around the treatment area (including hot tubs and saunas).
- Use gentle soaps on your skin; do not scrub your skin.
- Avoid sun exposure. We prefer wide-brimmed hats and high collars or scarves to cover your skin.
- For men, use an electric razor.
- For women, avoid perfume or makeup.

Dry mouth (Xerostomia)

Dry mouth is a very common side effect of radiation therapy. This is because radiation decreases the function of the salivary glands. This usually happens about 2–3 weeks into treatment and may last much later down the road and may be a long-term side effect. The decrease in saliva production may be permanent. You should discuss your chance of having a dry mouth with your physician.

Treatments and medications may be available if this is a problem.

Recommendations for dry mouth include:

- Always keep a bottle of water with you and take frequent sips.
- Suck on sugar-free or prescription lozenges or chew sugar-free gum.
- Use products that moisten the mouth (i.e. over-the-counter sprays, saliva substitutes, moistening gels)

塗任何物品。

護理皮膚的建議包括：

- 在治療範圍及周邊，避免有極端溫度 (包括熱水浸浴和桑拿)
- 用柔性肥皂清洗皮膚；千萬不要用力洗擦您的皮膚
- 避免在日光下曬。我們建議您戴寬邊帽和用高領或圍巾去遮蓋著您的皮膚
- 對於男仕，用電動剃鬚刀
- 對於女仕，避免用香水或化妝品

口乾

口腔乾燥是一種十分普遍之放射治療副作用，這是因為放射會減低唾液腺之功能。這通常會在治療開始後的兩至三個星期出現，並且會延續一段時間，甚至會變成一種長期性的副作用；減少產生唾液也有可能是永久性的。您應該跟醫生討論您會出現口乾之機會。

如果這出現問題，可用治療與藥物去應付，建議包括：

- 總是隨身帶備一瓶水經常啜飲。
- 吸吮無糖或處方之止咳糖或咀嚼無糖之口香糖。
- 利用可滋潤口腔之產品(即非處方噴劑，唾液替代品，保濕凝膠)。
- 使用潤唇膏（千萬不要在剛剛接受治療之前使用）。

- Use lip balm (be sure not to apply just prior to treatment).
- Keep a glass of water at your bedside for nighttime.
- A cool mist humidifier may be used while you sleep. You must clean the humidifier frequently. Do not use a heated humidifier as this may help bacteria or mold to grow in your house.

Mucositis

Mucositis is the irritation (swelling and inflammation) of the linings of the mouth and digestive tract.

It is a common side effect of chemotherapy and radiation therapy. The cells of the mouth and throat have a short life span. Radiation can destroy these cells quickly and they are not replaced right away. There may be sores in the mouth and throat. Mucositis is painful and may interfere with eating. It may require pain medications for several weeks or months until the symptoms resolve. It usually happens in the second week of treatment, lasts for 4 weeks and may persist for several weeks after treatment is complete. Good mouth care is essential!

Recommendations for mouth care include:

- Use a salt and baking soda solution to gargle and rinse your mouth at least 5 times per day. To make this, dissolve one teaspoon of each in one quart of water. We recommend using baking soda and kosher salt. This contains less irritating preservatives.
- We can prescribe medications that numb the mouth (Ulcerease® and “magic mouthwash or BMX”) if needed. Your physician may

- 夜間，在床邊放著一杯水。
- 在睡眠期間，可用一台放出清涼霧的加濕器。您必須經常清洗加濕器。不要用加熱式的加濕器，因為這會幫助細菌或霉在屋內滋生。

粘膜炎

粘膜炎是口腔和消化道內膜的刺激(腫脹和發炎)。

這是因化學療法與放射療法而引起的一種常見副作用。口與喉嚨細胞只有短暫的壽命；放射治療時會迅速將這些細胞破壞，而它們又不能馬上長出新的代替。口與喉嚨內會生瘡。粘膜炎是痛楚的，並且會影響到進食。直至徵狀消失，您可能在數星期或數月內都需要止痛藥。粘膜炎通常會在開始治療後的第二個星期出現，持續四個星期，甚至可能會持續至完成治療後之數星期。首要是小心護理口腔！

口腔護理之建議包括：

- 使用鹽和小蘇打溶液漱口和清洗口腔，每天至少五次。將鹽和小蘇打各一茶匙，溶解於 1 夸脫的水內便可以。我們建議使用小蘇打和猶太鹽(粗鹽)，因為含刺激性的防腐劑較少。
- 如果有需要，我們可以開處方麻木口腔之藥物(Ulcerease® 和 “magic mouthwash 或 BMX”)；您的醫生也可以開處方的止痛藥物。

also prescribe pain medications if needed.

- Avoid alcohol and spicy foods which dry and irritate the mouth.
- Eat foods at room temperature to avoid burns.
- Cool ice chips and popsicles may be consumed with care and may help soothe the mouth.
- Eat soft, moist foods (such as scrambled eggs, yogurt, cottage cheese, or cream of wheat).

Taste change

Some patients experience a change in taste sensation such as a metallic or salty sensation. Some patients have partial or complete loss of certain tastes. This may be temporary and usually improves, but certain changes can be permanent.

Nausea

Nausea is a side effect that results from radiation, especially when it is combined with chemotherapy. Occasionally the nausea can become so severe that it affects your ability to eat and maintain your weight. It is very important to talk about a plan for dealing with nausea with the dietician and your physician. Many medications can be prescribed to try to help your nausea. Smaller, more frequent meals and avoiding upsetting foods also helps. Weight loss during your treatment can have negative side effects and should be avoided.

- 避免酒精與辛辣食物，它們會令口腔乾澀和受到刺激。
- 食用室溫之食物以避免灼傷。
- 可以小心地吃清涼的碎冰片和冰棒以幫助舒緩口腔。
- 吃軟性、濕潤食物 (例如炒蛋、酸奶、乾酪、奶油麥皮)。

味覺改變

有些病人的味覺會改變，例如像一種金屬似的或咸的感覺；有些病人會部份或完全失去某種味覺。這可能是暫時性的，而且通常會改善；但某些改變卻有可能是永久的。

嘔吐

嘔吐是放射治療的副作用，尤其是當和化學治療一起使用的時候。偶然間，嘔吐會變得嚴重，甚至影響到您進食與保持體重的能力。這時最重要是要跟營養師與您的醫生去找出一個可以處理嘔吐的對策。有許多的處方藥物都會有幫助。少量、多餐與避免吃令您感到不適的食物也可以改善情況。治療期間要避免體重下降而造成不良的副作用。

Constipation

Commonly patients experience constipation because they are not drinking as much fluid as usual.

It can also happen because of taking narcotic pain medications which slow the movement of the bowels. To help constipation, try drinking more fluids and increase the fiber in your diet. Our dietician can discuss this problem with you and offer individualized suggestions. If you are taking a narcotic medications regularly, your physician can suggest stool softeners or other medications for you.

Hair loss

Some patients may experience temporary or permanent hair loss. This usually occurs around the back of the neck. This depends on the dose of the radiation delivered and the treatment area. Your doctor will tell you how your treatment may affect your hair.

Hearing and vision changes

Depending on the site of your radiation treatment, you may experience changes in your hearing or vision. Your physician will discuss your risk for these changes. In general, do not put any object in your ear such as cotton or swabs. If you notice changes in your hearing or vision while being treated, inform your physician immediately.

Depression

Many patients with head and neck cancers experience sadness or depression for various reasons. We offer support

便秘

因為飲水不足的原故，病人普遍會有便秘，這亦可能因為是服用了麻醉止痛藥物，減慢了腸的活動。

要舒緩便秘的問題，可嘗試多喝更多的液體，並在膳食中增加纖維素。我們的營養師可以跟您討論這問題，並可以提供個人化的建議。如果您經常要服用麻醉藥，你的醫生可以給您建議一些大便軟化劑或其他藥物。

脫髮

有些病人可能會出現暫時性或永久性脫髮。這通常會出現在頸背周圍的位置，但要視乎放射的劑量與治療的範圍。醫生會給您解釋治療會如何影響您的頭髮。

聽力與視力之改變

視乎您放射治療的部位，您有可能會有聽力與視力上之改變。醫生會跟您談論出現這些改變之風險。一般是不要把任何東西，例如棉花或棉籤之類放進耳朵內。在治療期間，如果您留意到聽力與視力有異，請馬上通知您的醫生。

抑鬱

因著不同的原因，許多患上頭與頸腫瘤之病人都會經歷傷心或抑鬱。我們提供支援小組、社工與個別輔導服務去協助大家；有時

groups, social workers and individual counseling to help you. Medication is sometimes prescribed to help with these feelings. Having an open talk about your feelings with your providers is encouraged. Referrals can be made at any time.

Fatigue

Tiredness usually occurs closer to the end of treatment. If you feel more tired, you should pace your activities, take naps and go to bed earlier. Try not to sleep all day as this may make the tiredness seem worse. Having some daily exercise, such as brief periods of walking, helps to fight the sensation of fatigue.

Treatment completion

Your physician will usually see you on your last treatment day. At this visit, you will be given further follow up instructions. You will be given directions for skin and mouth care and when to return for your next visit. Your physician will discuss when and if you need further radiology studies or additional referral appointments.

Follow-up

Typically, patients return for follow up at 6–8 weeks after finishing radiation then every 3 months.

After the first year of visits, your physician may recommend follow-up visits every 4-6 months. Most patients also follow

也會使用處方藥物去幫助控制情緒。我們鼓勵您盡力去跟醫療人員表達您的感受，我們可轉介適當的服務。

疲勞

接近療程完結時，通常會出現疲勞感覺。如果您感到過度疲勞，您應當調整您的生活步伐、午睡和早點上床休息；但不要整天都睡覺，因為這樣會令您感覺疲勞似乎更糟。每天可以去運動一下，例如：短時間的散步可以助您對抗疲勞的感覺。

療程完畢

您的醫生通常會在治療的最後一天跟您見面。在這次會面中，醫生會給您以後跟進的指引，包括皮膚與口腔護理之指示，以及約定下次複診的時間。如果您需要更多放射的檢查或更多轉介預約，醫生都會跟您談論。

日後跟進

通常病人會在完成放射治療後之六至八個星期作複診，之後就每隔三個月一次。

up with their other oncology specialists. You will be given follow up instructions at the end of your treatment.

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當完成第一年的複診後，醫生可能會建議每隔四至六個月再次複診。許多病人也會與其他腫瘤專家作跟進。在療程完成時，我們會給您跟進的指示。

UCSF Resources for Head and Neck Cancer Patients

UCSF Cancer Resource Center – <http://cancer.ucsf.edu/crc/>

While at UCSF, feel free to visit the Joseph and Ida Friend Cancer Resource Center, Mt. Zion Campus, 1600 Divisadero St., Lobby Level, behind the Gift Shop. The Cancer Resource Center offers a wide variety of services to patients and their family members. Many classes such as movement therapy, art therapy, and educational sessions are offered on a routine basis. Individual services such as nutrition counseling are also offered. Most services are free of charge. Some classes require advanced registration. (415) 353-7078

UCSF Cancer Risk Program (Genetic Counseling Service) – <http://www.ucsfhealth.org/adult/special/c/59907.htm>

The Cancer Risk Program is a comprehensive genetic counseling service for families with a history of cancer and is the largest and most comprehensive genetic testing center for

UCSF 之頭頸癌病人資訊

UCSF 癌症資源中心 – <http://cancer.ucsf.edu/crc/>

您在加州大學舊金山分校時，歡迎隨時到訪位於禮品店後面之癌症資源中心 Joseph and Ida Friend Cancer Resource Center (Mt. Zion Campus, 1600 Divisadero St., Lobby Level)。這是一所癌症資訊中心，為病人及其家人提供多種類之服務。這裏定期提供許多課程，例如：活動療法、美術療法與教育座談會；也提供個人的服務，例如營養諮詢。多數服務都是免費的。有些課程需要預先登記 (415) 353-7078。

UCSF 癌症風險計劃 (基因諮詢服務) – <http://www.ucsfhealth.org/adult/special/c/59907.htm>

癌症風險計劃是一項為有癌症歷史的家庭所作出的全面基因諮詢服務。這是北加州最全面的癌症基因檢測中心。遺傳諮詢輔

cancer in Northern California. Genetic counselors assess personal and family history, provide education and counseling and, when appropriate, offer genetic testing for cancer predisposition genes. Based on family history, other cancer risk factors and genetic testing results, counselors and doctors provide an individualized risk management program for each patient that includes recommendations for cancer screening and options for preventive measures. Your physician can make a referral for you if it is appropriate for your type of cancer.

UCSF Symptom Management Service

The Symptom Management Service (SMS) is a consultation service offered to improve the quality of life and care of patients treated at the Helen Diller Family Comprehensive Cancer Center.

Patients can be referred to the SMS by their UCSF cancer doctor. Patients will be seen by one or more of the members of the SMS interdisciplinary team. The SMS provides treatment and counseling for both physical and emotional symptoms caused as a result of cancer. This includes treatment for pain, fatigue, depression, anxiety and spiritual distress. Treatments for these symptoms include integrated medical, psychological, social work and spiritual approaches, offered along with your regular cancer care. All SMS care is coordinated with your cancer treatments and the support of your cancer doctor. Your physician can make a referral for you to this service.

導員能夠評估個人與家庭歷史，提供教育與諮詢；若適合的話，提供有癌症傾向之基因的基因檢測。基於家族歷史、其他癌症風險因素與基因檢測結果，輔導員與醫生會為每一位病人提供一項個人的風險管理計劃，建議會包括癌症篩查與預防措施等選項。如果您的癌症類別是合適的話，醫生可以給您作轉介。

UCSF 症狀管理服務

症狀管理服務(SMS)是為在 UCSF 之海倫·迪勒家族綜合癌症中心正在進行治療之病人提供的一項諮詢服務，以改善生活質素及護理。

病人會經由 UCSF 癌科醫生轉介至症狀管理服務。病人會跟一位或數位的症狀管理服務員會面，他(她)們是跨科目團隊的成員，綜合醫學、心理學、社會工作與心靈的方法，再加上常規之癌病護理，根據由癌症所引致的身體和情緒徵狀，針對痛楚、疲勞、抑鬱、焦慮與精神困擾而提供治療與諮詢。

所有症狀管理之服務都會跟您的癌症治療互相協調，和獲得您的癌科醫生支持。您的醫生可以為您轉介至這項服務。

UCSF Osher Center –

<http://www.osher.ucsf.edu/index.html>

Integrative Medicine combines modern medicine with established practices from around the world. By joining modern medicine with proven practices from other healing traditions, integrative practitioners are better able to relieve suffering, reduce stress, and maintain the well-being of their patients. Services available at the Osher Center include therapeutic yoga, guided imagery, acupuncture, personal fitness training, tai chi chuan, therapeutic massage, emotional wellness support, biofeedback and more. (415) 353-7700.

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UCSF Osher Center 奧謝爾中心

<http://www.osher.ucsf.edu/index.html>

綜合醫藥將現代醫藥與世界各地已實踐之醫療方法結合起來。如果將現代醫藥與來自其他傳統治療而又已通過驗證的實踐方法匯合，綜合治療的醫護人員可以提升痛楚減輕、壓力減低與保持病人福祉之能力。Osher Center 可以提供的服務包括治療瑜伽術、引導圖像冥想、針灸、個人健身鍛鍊、太極拳、保健按摩、心靈健康支援、生物反饋及其他更多的服務。
(415) 353-7700.

Internet Resources for Head and Neck Cancer Patients**American Cancer Society – www.cancer.org**

Provides a range of services and support groups to patients and their families. Assists with transportation for patients traveling over 100 miles for treatment. Helps patients find prostheses, accessories, and wigs. Road to Recovery programs help ambulatory patients with transportation to and from appointments. To find local services on line, input your zip code and the website will direct you to your local chapter. San Francisco (415) 394-7100, Oakland (510) 832-7012, San Rafael (415) 454-8464.

頸癌病人可從互聯網找到的資訊**美國癌症學會 – www.cancer.org**

為病人及其家人提供一系列服務與支援小組。協助提供交通工具，讓病人可以從超過 100 哩外之範圍來接受治療，協助病人尋找義肢、輔助工具與假髮。“康復之路”計劃可協助能步行的病人安排交通工具，從住所往返約見的地點。只要輸入您的郵政編碼，便可以在網上找出本地之服務，會引導您轉至本地的分會。

San Francisco (415) 394-7100, Oakland (510) 832-7012, San Rafael (415) 454-8464.

American Society of Clinical Oncology – *cancer.net*

Oncologist-approved information about head and neck cancers.

Head and Neck Cancer Alliance (formerly the Yul Brynner Head and Neck Cancer Foundation) – <http://www.headandneck.org>

This is a nonprofit organization, founded by the late Yul Brynner, which provides education, resources, and an online discussion forum for head and neck cancer patients. (843) 792-6624

Medline Plus –

<http://www.nlm.nih.gov/medlineplus/headandneckcancer.html>

This public education website is a service prepared by the U.S. National Library of Medicine and the National Institutes of Health. There is extensive information on many types of head and neck cancers, diagrams, journal articles and reference materials available readily on line.

National Cancer Institute (NCI) –

<http://www.cancer.gov/cancertopics/types/head-and-neck>

The National Cancer Institute is a government funded public education and research institute that was formed after passage of the National Cancer Act in 1971. The NCI offers comprehensive patient information including on-line live chat sessions, telephone information specialists and extensive information at their website.

美國臨床腫瘤學會 – *cancer.net*

有關頭和頸癌症的資訊是經腫瘤專家認可的。

頭頸癌聯盟 (前身是 Yul Brynner Head and Neck Cancer Foundation) – <http://www.headandneck.org>

這是一家非謀利的組織, 由以前的 Yul Brynner 所創立, 為患了頭和頸癌症的病人提供教育、資源與在線論壇。 (843) 792-6624

Medline Plus –

<http://www.nlm.nih.gov/medlineplus/headandneckcancer.html>

這公眾教育網站是一項由美國國立醫學圖書館 (U.S. National Library of Medicine) 及美國國立健康研究所 (the National Institutes of Health) 所提供的服務。那裏有大量在線的資訊, 包括多種類之頭和頸癌症、圖像、雜誌文章與及參考材料。

美國國家癌症研究所

<http://www.cancer.gov/cancertopics/types/head-and-neck>

於 1971 年全國癌症法案通過後成立了美國國家癌症研究所, 是一個由政府資助之公眾教育與研究組織。研究所提供全面的病人資訊, 包括在線聊天室, 電話資訊專家和網站內的大量資訊。

Support for People with Oral and Head and Neck Cancers –
<http://www.spohnc.org/>

This is a nonprofit organization geared towards supporting people with oral and head and neck cancers. They have a network of survivors available to support both patients and caregivers through the process of diagnosis and treatment. (800) 377-0928

ThyCa: Thyroid Cancer Survivors' Association –
<http://www.thyca.org>

This nonprofit patient-run organization provides education and support for thyroid cancer patients, friends, and families. (877) 588-7904

We urge you to be selective and cautious in reading information on the Internet. Frequently the information does not apply to your specific condition or may be inaccurate or outdated. Discuss your sources of information with your physician.

給患上口、頭與頸癌症人士的支援
<http://www.spohnc.org/>

這是一家非謀利的組織, 目的是支援患上口、頭和頸部癌症的病人。他們有一個倖存者的網絡, 支援病人與護理者診斷和治療上的過程。 (800) 377-0928

甲狀腺癌症倖存者協會
<http://www.thyca.org>

這家由病人營運的非謀利組織, 為患了甲狀腺癌症病人、他們的朋友與家人提供教育與支援。 (877) 588-7904

我們提醒大家, 在閱讀網上資訊時, 要懂得如何選擇和謹慎。那裏的資訊經常未能應用在您的特殊情況、可能不準確或過時。請與您的醫生討論您手上資訊的來源。