

Correct Procedure at Correct Body Site Checklist

Patient Name:	Age:	Ward:	Sex: M/F	Civil ID:
Procedure Name:		Date:		Date of Admission:
Allergy:	Unit:	Site:	Department:	
<input type="checkbox"/> Scheduled (> 48 hours before planned procedure) <input type="checkbox"/> Late add-on (< 48 hours before procedure) <input type="checkbox"/> Emergency case		Hospital No:		
		Doctor In charge:		Anaesthetist:

Pre-Procedure Verification	Scheduling Area	Ward	Pre-Procedure Area	Procedure Area	REMARKS
1	Patient identity (2 Identifiers)				
2	Procedure recorded unambiguously without abbreviation				
3	Site recorded unambiguously, without abbreviation				
4	Verification at time of pre-procedure Testing: Test requisition verified for correct patient identity(2)				
5	Verification of informed consent: patient consent form verified for correct patient identity (2); correct procedure; correct site				
6	Completion of pre-procedure assessment: Nursing assessment verified for correct patient identity (2);correct procedure; correct site				
7	Completion of Pre- procedure assessments: Pre-anaesthesia assessment verified for correct patient identity (x2); correct procedure ; correct site				
8	Completion of Pre- procedure assessments: Medical H&P / note verified for correct patient identity (2);correct procedure; correct site				
9	Diagnostic test result and relevant images obtained Check its presence and check that the information in it is correct				
10	All required special equipment and implants are verified to be available pre-procedure				
Signature					

- If there were no discrepancies, check this box
- If there were discrepancies, check one of the following boxes:**
- All Discrepancies reconciled and case advanced
- Case cancelled because of one or more unresolved unreconciled discrepancies
- Case advanced with one or more unresolved discrepancies

Site Marking	<input type="checkbox"/> Site Marking eligibility criteria <input type="checkbox"/> Case involves none of the above (site marking not required) <input type="checkbox"/> Case is exempt from site marking <input type="checkbox"/> Patient refuses site mark (appropriate procedure followed)	Site Marking Inclusion Criteria: Laterality such as extremities "paired organs"- Specific surface "flexor or extensor"- Specific level "spine"- Specific digit or lesion Exempt cases meet the inclusion criteria but for clinical reasons do not require site marking. They include premature infants; cases in which site marking is not technically feasible; and life-threatening emergencies for which the clinical judgment is that the time to mark the site is an unacceptable risk
	Site mark summary <input type="checkbox"/> Mark is at the correct site, is properly made with no discrepancies <input type="checkbox"/> There was one or more site marking discrepancies but all have been corrected. <input type="checkbox"/> Case cancelled (unreconciled discrepancy) <input type="checkbox"/> Case advanced with unresolved discrepancy <input type="checkbox"/> Not applicable (site mark not required)	
Signature		

Proceed to Safe Surgery Checklist if indicated, if not proceed to final Time-Out section

	Final Time-Out	Discrepancy No	Discrepancy	N/A	Check discrepancy box if there is a difference between the information obtained and the information sources (including) patient, patient record, previous check entries Remark
1	Correct patient identity (x2)				
2	Correct procedure (matches consent & other info)				
3	Correct site of procedure by visualizing site mark				
4	Correct patient position for intended procedure and site				
5	Images correctly labelled and properly displayed				
6	Correct implants/special equipment available				
Final "Time out" summary <input type="checkbox"/> If there were <u>no discrepancies</u> , check this box <input type="checkbox"/> One or more discrepancies noted in final "time out"				If there were discrepancies, check <u>one</u> of the following boxes; <input type="checkbox"/> discrepancies reconciled before starting the procedure <input type="checkbox"/> case cancelled because of one or more unreconciled discrepancies <input type="checkbox"/> case advanced with one or more unresolved discrepancies	