

PATIENT IDENTIFICATION

POLICY STATEMENT

The Bay of Plenty District Health Board (BOPDHB) recognises how important correct patient identification is to patient safety and quality of care. We therefore support the establishment and maintenance of an organisation-wide patient identification system to ensure the correct identification of patients, the correct matching of patients with their intended treatment and the correct matching of patients with all forms of their health information and records.

PURPOSE

The purpose of this policy is to provide a patient safety platform supporting an organisation-wide patient identification system to:

- Use approved patient identifiers to identify all patients whenever care is provided and/or documented, and to correctly match patients to their intended treatment and to their responsible consultant.
- Minimise the risk of patient harm as the result of misidentification.

EXCLUSIONS

Nil.


REFERENCES

- Australian Commission on Safety and Quality in Health Care (2012) *Safety and Quality Improvement Guide Standard 5: Patient Identification and Procedure Matching*. Sydney. ACSQHC.
- Western Australia Department of Health (2014) *WA Health Patient Identification Policy*. Perth. WA Department of Health.
- South Australia Health (2014) *Policy Guideline Patient Identification Guideline*. Adelaide. SA Health Quality & Safety Unit.
- National Patient Safety Agency (2005) *Safer Practice Notice 11 Wristbands for hospitals inpatients improves safety*. London. NPSA
- World Health Organization & Joint Commission International (2007) *Patient Identification. Patient Safety Solutions vol1:2 May*. Geneva. WHO Press.

ASSOCIATED DOCUMENTS

- Bay of Plenty District Health Board policy 6.1.1 protocol 1 Patient Identification Standards
- Bay of Plenty District Health Board Emergency Department protocol ED.I1.1 Identification of Patients in ED
- Bay of Plenty District Health Board Maternity protocol MAT.I1.1 Identification of Mothers and Babies
- Bay of Plenty District Health Board Dental protocol DENT.C1.12 Formal Identification of Patients in a Dental Facility
- Bay of Plenty District Health Board policy 6.1.5 protocol 0 Alerts – Standards
- Bay of Plenty District Health Board policy 6.1.5 protocol 1 Alerts – Medical (Allergic Responses, Adverse Reactions and High Risk Issues)

Manual Name: Clinical Policy	Page 1 of 2	NOTE: The electronic version of this document is the most current. Any printed copy cannot be assumed to be the current version.
Section Name: Continuum of Care	Version No: 4	
Policy Steward: Medical Director	Authorised by: Chief Operating Officer	

 <p>BAY OF PLENTY DISTRICT HEALTH BOARD HAUORA A TOI</p>	<p>Policy Name: Patient Identification File Name: 6.1.1</p>	<p>Policy No: 6.1.1 Issue Date: Jun 2018 Review Date: Jun 2019</p>
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- Bay of Plenty District Health Board Mental Health & Addiction Services protocol MHAS.A1.22 Admission to Acute Inpatient Unit

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