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Ensuring Correct Patient, Correct Site, Correct Procedure

Days to hours
before procedure →

JANUARY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Just before entering
operating theatre or
treatment room →



Immediately prior
to procedure →



✓ Step 1: Consent form or procedure request form



The consent form must include:

- patient's full name
- procedure site
- name of procedure
- reason for procedure

✓ Step 2: Mark site of invasive procedure



The operative site for an invasive procedure must be marked by the person in charge of the procedure or another senior team member who has been fully briefed about the operation or procedure.

✓ Step 3: Patient identification

Staff must ask the patient to state (NOT confirm):

- their full name
- date of birth
- site for, or type of procedure



✓ Step 4: "Team time out"

Within the operating theatre or treatment room when the patient is present and prior to beginning the procedure, staff must verbally confirm through a "team time out", when all other activity in the operating room is stopped:

- presence of the correct patient
- the correct site has been marked
- procedure to be performed
- availability of the correct implant where required



✓ Step 5: Imaging data

If imaging data are used to confirm the site or procedure, two or more members of the team must confirm the images are correct and properly labelled.

! Do NOT mark
non-operative sites



! Check responses against the
marked site, ID band, consent
form and other documents