

PROCEDURE FOR: Identification of Patients (Adult and Children)

- POLICY:**
1. All patients receiving care or treatment at John Dempsey Hospital will undergo a consistent process for verifying their identity before care, treatment or services are provided. This includes but is not limited to the collection and labeling of specimens, the administration of medications and blood/blood components, the performance of any procedures and treatments, and the transportation of patients.
 2. Admitted patients will wear identification (ID) bands at all times. Under no circumstances should the ID bands be affixed to the patient's bed or bed side table.
 3. In outpatient areas where ID bracelets are not used, the patient will be asked to state their name and date of birth.
 4. In accordance with the Joint Commission National Patient Safety Goal requiring two forms of patient identification before performing care, treatment or services, the patient's name and date of birth or medical record number (TO number) will be used as 2 forms of identification.
 5. A patient's room number, bed number, or location is never an acceptable identifier.
 6. The caregiver will actively involve the patient and, as needed, the family in the identification and matching process. When active identification by the patient is not possible, or the patient's reliability is in question and the family is not available, a provider who has previously identified the patient may be used for identity verification.
 7. Exceptions: If a patient is unable to provide information regarding their identity (as in the case of a Patient One) the patient will receive treatment prior to identification if such care is deemed emergent and necessary to stabilize the patient's condition. Wallet contents, for example driver's license and other documents carried on the individual or provided by Emergency Medical Service personnel may be used in these circumstances to assist with verification of the patient's identity.
 8. Identification procedures for newborns and infants in SCN and NICU are delineated in Unit Practice Manual Procedure for Identification and Security of Newborns.
 9. Any discrepancies when identifying the patient, however minor, must be investigated and corrected before proceeding.
 10. In the event of a patient death, the ID band is not to be removed.
 11. The ID band may be removed by the patient after discharge.

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PROCEDURE: Procedure for Identification Process:

<u>ACTION</u>	<u>POINTS OF EMPHASIS</u>
1. On admission or arrival to the hospital a tamper-proof patient identification band will be affixed to the patient's wrist or ankle by the Registration staff or nursing personnel, depending on the point of entry.	1. In the case of an obese patient, two ID bands can be linked together for a comfortable fit.
2. The person applying the band will verbally verify with the patient and/or family that the information on the ID band is accurate, specifically the name and date of birth. The verbal communication will be compared and verified to match the information on the ID band.	2. This applies to all registered patients and any outpatients admitted for a procedure.
3. If the ID bracelet must be removed for any reason, it must be replaced as soon as possible and the identification must again be verified with the patient and the family.	3. Consider applying the band to the ankle if the wrist is not feasible.
4. If a patient is discovered at any time without an ID band, the patient's identity must be verified using the initial verification process and a new ID band applied before any treatments or procedures are carried out.	

APPROVAL: Nursing Standards Committee

EFFECTIVE DATE: 6/09

REVISION DATES: 7/09