Paediatric Medication Chart Prescribing Audit

Please print clearly using BLOCK CAPITALS within boxes and SHADE circles to answer ALL questions

UR NO. **BED NO.** **HOSPITAL**

WARD **REVIEWER 1** (First initial & Surname)

AUDIT DATE **REVIEWER 2** (First initial & Surname)

Example Only

1. Observation

1.1 No. 'once only medicines'

1.2 No. telephone orders

1.3 No. current regular medications + ceased orders

1.4 No. current PRN medications + ceased PRN orders

2. Patient Identification & Weight

2.1 Total current *Medication Charts* (ie. charts in use)

2.2 No. current *Medication Chart* pages with complete ID (handwritten / label)

2.3 No. current *Medication Chart* pages with ID label

2.4 No. ID labels with printed patient *Name* below

2.5 No. charts with *Chart in Use* section completed

2.6 *Weight* recorded ○ Yes ○ No

2.7 *BSA* recorded ○ Yes ○ No

2.8 *Height* recorded ○ Yes ○ No

2.9 *Gestational Age* recorded ○ Yes ○ No

3. Adverse Drug Reaction (ADR) Details, Alerts & Errors

3.1 *NKDA / Unknown* ticked or written or ADR documented ○ Yes ○ No

3.2 Clinician signature documented for *ADR History* ○ Yes ○ No

3.3 Patient has previous ADR ○ Yes ○ No ○ Unknown
If 'No' or 'Unknown', go to 4

3.4 Patient wearing ADR Bracelet (if previous ADR) ○ Yes ○ No ○ Unknown

3.5 Similar Class medication prescribed (document at bottom of Page 2 - *Comments*) ○ Yes ○ No

3.6 No. previous ADRs

3.7 No. ADR medication names documented

3.8 No. ADR Reaction details documented

3.9 No. pages with ADR alert stickers in place

4. Clinical Pharmacy

4.1 No. orders with pharmacist annotation inc. supply / initials (regular & PRN)

4.2 No. pharmacist annotation on chart (exclude initials) (regular & PRN)

4.3 No. 'Additional Information' complete (regular & PRN)

4.4 No. days clinical pharmacist review (ie. initials at bottom of chart)

4.5 No. days *Medication Chart* used

5. Administration Documentation (exclude 'Once Only', Telephone & PRN)

5.1 No. *Doses* double signed

5.2 No. *Doses* **not** signed as being administered

5.3 No. *Not Administered* codes

5.4 No. *Not Administered* codes circled

5.5 No. *Doses* required to be administered

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6 - 8. Prescribing: 'Once only', Telephone, Regular & PRN Orders

6.1   No. medications with *Trade Name* only (all orders)

6.2   No. medications with *Name* unclear (all orders)

6.3   No. Sustained Release medications (regular orders)

6.4   No. Sustained Release medications with *SR* box ticked (by prescriber)

6.5   No. Duplicated orders (document drug at bottom of page - *Comments*) (all orders)

6.6a No. medications with *Route* unclear (all orders)

6.6b No. medications with *Route* incorrect or missing (all orders)

6.7a No. medications with *Dose* unclear (all orders)

6.7b No. medications with *Dose* incorrect / missing (all orders)

6.8   No. Ods used as *Frequency* (regular orders)

6.9a No. with *Frequency* unclear (regular only excl. Ods)

6.9b No. with *Frequency* incorrect or missing (regular only excl. Ods)

6.10 No. intermittent medications prescribed (ie. weekly, fortnightly, twice weekly)

6.11 No. intermittent medications prescribed but not boxed by prescriber (ie. weekly, fortnightly, twice weekly)

6.12 No. orders with *Administration Times* entered by prescriber (regular orders - exclude warfarin)

6.13 No. *Administration Times* not correlating with *Frequency* (regular orders)

6.14 No. *Administration Times* not correlating with *Frequency* entered by prescriber (regular orders)

6.15 No. orders with an *Indication* documented (by prescriber - regular orders)

6.16 No. mg/kg dose calculation (by prescriber - regular & prn)

6.17 No. ceased orders (regular & PRN)

6.18 No. orders ceased according to hospital policy (regular & PRN)

7.1   No. missing PRN *Frequencies* (eg. morphine 2.5mg PRN)

7.2   No. unclear PRN *Frequencies* (eg. BD, TDS, QID)

7.3   No. PRN orders with an *Indication* documented (by prescriber)

7.4   No. PRN orders with *Maximum Dose* documented (by prescriber)

8.1   No. orders signed by prescriber (all orders)

8.2   No. orders where prescriber name is clear (all orders)

9.   Medication History

9.1   *Medication History* documented / cross referenced on *Medication Chart* ○ Yes   ○ No

10.   Comments

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