

Ionising Radiation (Medical Exposure) Regulations 2000 – IR(ME)R 2000

HEYH Radiology Department

Procedure Title **Correct Identification of an Individual to be Exposed to Ionising Radiation**

Scope All Diagnostic and Interventional X-ray exposures.

Responsibilities Radiographers, Radiologists, ARP's, CISW, Dentists, Dental Nurses, Nurses, Porters, Receptionists and student Radiographers (under supervision of a registered radiographer).

If any member of staff becomes aware that patients with similar names are in the department, they must advise operators. However the operator initiating the exposure is ultimately responsible for making the final check of identifying the patient before beginning the examination.

Procedure The process of identifying a patient must be a passive rather than active procedure.
The patient must be asked to give their full name, date of birth, and address. If they are wearing a wristband, this can also be read. These details should be checked against the Radiology request card, or other documentation in use.

In the event of the patient being unable to respond to the above for any reason, i.e. illness, age, lack of hearing or lack of understanding, the required details should be ascertained from the patient's wristband. If this is not possible, a nurse, escort or relative should verify the patient's identity. For those patients who cannot speak English, photographic ID is acceptable.

The referrer must have ensured that sufficient details are included on the request form or clinical record to enable the patient to be unambiguously identified by the practitioner, operator and other relevant members of staff.

Particular care needs to be taken in correctly identifying patients with the same or similar names. If, at any stage, a member of staff becomes aware that patients with similar names are in the department, they must advise operators.

The operator responsible for making the radiation exposure must ensure that they make a final check on the patient's identity to confirm that the correct patient is about to be irradiated.

If a patient presents to Radiology with an alias ID for confidentiality purposes (e.g. GUM patients), the operator must positively ID the patient using the information given on the request card.

Filename:	HEYRAD05-Patient ID	Page:	1 of 1	Authorised by:	Mandy Hay
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