

Bon Secours Health System, Inc.
Richmond Region
St. Mary's Hospital
Policy/Procedure

Policy Manual: School of Medical Imaging
Section: Student – Clinical

POLICY STATEMENT:

All students are required to follow procedures listed below to ensure correct patient identification prior to radiation exposure.

Neither emergency room patients nor in-patients are to be x-rayed without proper identification through checking the wrist name band. If there is any concern of incorrect identification or lack of a name band the emergency room personnel, or the unit from which the patient was sent, must be contacted to correct the situation before the exam may begin.

Outpatients should verify their identity. If, for any reason, you feel their ability to properly identify themselves is in question you must verify the patient's identity with the person who accompanied them.

- All students are required to properly obtain (2) forms of identification from the patient by verifying at least two items from the list below:
 - Full Name and Date of birth.
- Students are required to ask about pregnancy
- Students are required to inquire and document the area of injury and symptoms.
- Students are required to ask outpatients for doctors' orders.
- Students are required to check inpatient records for orders.
- Students are required to use student issued Mitchell lead markers when performing procedures.
- Students are required to provide their full name to the technologist to be documented in the patient record.

Students that do not follow proper procedures will be subject to disciplinary action.

RESPONSIBLE PERSONS: Program Administration

Approved by:

Jody D. Crane, M.A.Ed., RT(R) (BD)

Director/Dean

June 8, 2018



Signature

Title

Date

Approval History:

Committees and Dates:

Faculty and administrative review in: 4/2002, 8/2003, 8/2004, 6/2005, 6/2006, 7/2007, 8/2008, 8/2009, 8/2010, 8/2011, 8/2012, 8/2013, 8/2014, 8/2015, 5/2017, 6/2018

DOCUMENTATION: None

REFERENCES: None