


<b>Name of Policy:</b> <u>Inpatient Same/Similar Name Alert</u> <b>Policy Number:</b> 3364-100-01-19 <b>Department:</b> Hospital Administration <b>Approving Officer:</b> Sr. Vice President & Executive Director, UTMC <b>Responsible Agent:</b> Sr. Vice President & Executive Director, UTMC <b>Scope:</b> The University of Toledo Medical Center	 <b>THE UNIVERSITY OF TOLEDO</b> <small>1872</small>
<input checked="" type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy
<b>Effective Date:</b> 6/3/2011 <b>Initial Effective Date:</b> 9/11/2008	

**(A) Policy Statement**

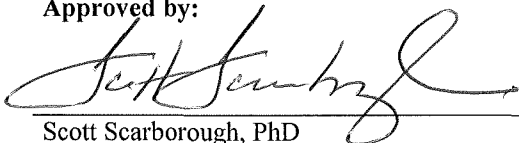
To promote safety, name alert precautions shall be initiated for inpatients with the same or similar names

**(B) Purpose of Policy**

To develop a standardized procedure, to be utilized, in inpatient care areas, that increase staff awareness of inpatient names that are alike or similar in spelling or pronunciation.

**(C) Procedure**

1. The clerk or RN will label the outside spines of the inpatients' charts with a green 'Name Alert' sticker.
2. The inpatients' blue plates will have the 'Name Alert' sticker affixed as well when the inpatient is identified to need a name alert.

<b>Approved by:</b>  <hr/> Scott Scarborough, PhD Sr. Vice President & Executive Director, UTMC <i>Review Completed By:</i> HAS Nursing Patient Access Pharmacy	<b>Review/Revision Date:</b> 9/11/2008 6/3/2011  6/14/11 Date
<b>Next Review Date:</b> 6/1/2014	
<b>Policies Superseded by This Policy:</b> none	