Table 3: Recommendations Section of Incident Reporting Form

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| Based on the contributing factors, what recommendation(s) would you make to prevent this incident from happening again? Check all that apply. * Patient Information - ensure all patient information is available and accessed
* Drug Information – ensure providers have the knowledge of the medications that they are administering
* Communication – ensure written and verbal communication among all providers is consistent, clear, and accurate
* Drug Names, Labeling and Packaging – ensure drug name, dosage, labeling, and packaging is clear
* Drug Storage and Availability – ensure that drug and dose is available at time of administration and stored safely
* Drug Delivery Device – ensure correct, functioning device is available and providers have knowledge and skill for its use
* Environment and Human Limitations – increase awareness of the impact of physical, psychological, environmental, and human limitations during the medication administration process
* Competency and Education – ensure providers have the knowledge, skills, and ability for safe medication administration
* Patient/Family Education and Engagement – include active patient/family engagement in all stages of the medication administration process as well as providing ongoing education
* Procedures and Processes – follow procedures and processed designed to reduce the chance of errors or to detect them before they reach the patient.
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