

 مؤسسة مستشفى سرطان الأطفال - مصر Children's Cancer Hospital Foundation - Egypt		Policy Name: Beyond-Use Dating and Labeling of I.V admixture	
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1.0 Change in policy:

1.1 No change

2.0 Purpose

2.1 This policy and procedure are established to declare labeling of medications throughout CCHE.

3.0 Policy

3.1 Policy statement

3.1.1 This policy and procedure were established to ensure proper labeling of sterile preparations

3.2 Scope

3.2.1 This policy and procedure apply on all medical staff.

3.3 Responsibilities

3.3.1 All Medical staff.

4.0 Definitions /abbreviations:

4.1 **CCHE:** Children Cancer Hospital – 57357 Egypt

4.2 **CPID:** Continuous Performance Improvement Department

4.3 **MMU:** Medication Management & Use

4.4 **MMS:** Medication Management & Safety

4.5 **TPN:** Total Parenteral Nutrition

4.6 **IVF:** Intravenous Fluid

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4.7 Tall man letters: It uses a combination of lower- and upper-case letters to show the differences between look-alike medicine names which reduces error by warning the clinicians about the risk of confusing medicine name.

4.8 MISK: Medical Informatics saving kids

5.0 Procedure:

5.1 All prepared Medications should be labeled appropriately.

5.2 Basic medication label content:

- 5.2.1 Patient's name.
- 5.2.2 MRN
- 5.2.3 Name of the medication (trade and generic).
- 5.2.4 Dosage/concentration.
- 5.2.5 Preparation date.
- 5.2.6 Beyond use date/Expiration date.
- 5.2.7 Route of administration.
- 5.2.8 Due date/time.
- 5.2.9 Dose Frequency.
- 5.2.10 FIN number.
- 5.2.11 Barcode.
- 5.2.12 Dispense ID
- 5.2.13 Patient location
- 5.2.14 Lot number

5.3 For IV products, in addition to the previous point (4.2) the medication label should include the following:




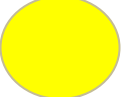


- 5.3.1 Diluent.
- 5.3.2 Volume of diluent.
- 5.3.3 Rate of infusion.
- 5.3.4 Duration of infusion.

5.4 General rules:

- 5.4.1 For Product compounded of multiple ingredients, all ingredients' names, amounts, strength, and concentration should be written clearly. (e.g., TPN doses, IVF.... etc.).
- 5.4.2 For batch-prepared products: control or lot number (Date, Time of batch are printed on labels).
- 5.4.3 Labels should be legible and affixed to the final container in a manner enabling it to be read while product is being administered.
- 5.4.4 **Tall man letters** are considered during item building into MISK formulary database so that Lookalike medication names are automatically printed with tall man letters on final product label.
- 5.4.5 All medications scan prior to administration and any failure report to medication safety officer and IT officer via incident report to solve this error

5.5 Auxiliary Labeling &Packaging:

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Medication	Package	Auxiliary Labels	Cerner Labels	Note	
Hazardous Medications	Transparent bag	-Red Circular label -High Alert Medication Label	Single label	--	
Hazardous Medications light sensitive	Red bag	-Red Circular label -High Alert Medication Label	-Internal label: on the internal package -External Label: on the outer bag	--	
Non-Hazardous Medications	Transparent bag	-N/A	Single label	High Alert Medication Label as required.	
Non-Hazardous Medications Light sensitive	Green bag	-N/A	-Internal label: on the internal package -External Label: on the outer bag	High Alert Medication Label as required.	
Intrathecal Injections	Yellow bag	-Yellow square label -High Alert Medication Label	-Internal label: on the internal package -External Label: on the outer bag	--	
STAT Doses		Yellow Circular label	--	--	
High Alert Medication		High Alert Medication Label	--	--	
Teratogenic medications		Teratogenic label			

6.0 References

6.1 N/A

7.0 Appendices

7.1 Related Forms

7.1.1 N/A

7.2 Related Policy(S)

7.2.1 Medication Management Program

7.3 Related Standards

7.3.1 JCI standards 7th edition. MMU chapter. (MMU.5)

7.3.2 GAHAR Standards MMS . 06 & 07 & 14

7.4 Attachments

7.4.1 BUD of infusion anti-drug

7.4.2 BUD of infusion chemo drug

7.4.3 BUD of vial anti-drug

7.4.4 BUD of vial chemo drug