

**Chandler Regional Medical Center and Mercy Gilbert Medical Center
Policy and Procedure**

SUBJECT MRI Screening (RAD.003)

APPLIES TO

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| <input checked="" type="checkbox"/> | Chandler Regional Medical Center |
| <input checked="" type="checkbox"/> | Mercy Gilbert Medical Center |

PURPOSE

To establish safety guidelines for the proper MRI screening patients prior to having an MRI exam ordered and performed.

POLICY

All patients who have an MRI exam ordered must have an MRI screening form filled out prior to the exam being performed. The MRI exam will not be performed until a properly completed screening form and the physician's order are received by the MRI department.

PROCEDURE

In order to ensure patient safety with regard to the MRI scanner, all patients must complete and sign an MRI screening form prior to their exam. The screening form is to be signed by the witnessing nurse and faxed to the MRI department. Proper procedure is as follows:

1. The patient's nurse will place a patient identification sticker on the screening form then review the screening questions with the patient. The patient and the witnessing nurse are both to sign the screening form then the nurse will fax the form. Upon the patient's arrival to the MRI department the screening form will be reviewed again and signed by the MRI technologist.
2. If the patient is not able to properly answer the screening questions (decreased mental status etc.), the nurse will contact a family member who is familiar with the patient's medical history. If there is a Power of Attorney, that person should be contacted first if available. If a telephone interview is conducted with the family member, the interviewing nurse will fill out the screening sheet and sign the witness line. The date and time of the interview is to be annotated on the form as well as the family member's name and relationship to the patient.

The form must also state that the screening was completed through a telephone interview. The screening form is to be faxed to MRI as described above.

3. If the nurse is unable to properly screen the patient or contact the patient's family, the ordering physician will thoroughly examine the patient prior to completing and signing the screening form. The examination should include but is not limited to inspecting for:
 - a. Evidence of a pacemaker, cochlear implants, implantable infusion pump, neurostimulator or any other implantable devices.
 - b. Surgical scars that could indicate previous brain surgery, heart/chest surgery or any implantable devices.
 - c. Evidence of intraocular or periorbital metallic foreign bodies.
 - d. Evidence of shrapnel particularly in the patient's face or near the patient's spine.
 - e. Evidence of other miscellaneous implants that could contraindicate an MRI such as a penile implant, Fatio eyelid springs, retinal tacks etc.
4. If there are any questions regarding the safety of the patient the physician will call the MRI Department.

5. If it is determined that the patient is safe to enter the MRI scanner based on physician physical exam, the ordering physician will fill out the screening form, print their name, sign, and date the form, then state on the form that the screening was completed by a physician's examination. The scan will not be completed unless the physician's printed name and signature, and the witnessing nurse's signature, are on the form. The screening form is then to be faxed to MRI as described above.
6. If any patient needs to be medicated prior to an MRI exam due to pain or claustrophobia the nurse will annotate this on the screening form. The ordering physician will be responsible for placing the order for medication.

APPROVALS

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