

Meitra Hospital

INCIDENT MANAGEMENT REPORT

SHOWING DATA FROM 2025-08-26 TO 2025-09-25

INC- 1	
Incident Details	Incident Short Name: Medication Errors Incident: Dispensing error Incident Description: test What went wrong: Immediate action taken:
Incident Reported By	TEST (123) 6767676767
Incident Occured On	18 Sep, 2025 - 8:33 PM
Incident Reported On	25 Sep, 2025 - 8:33 PM
Incident Reported In	Floor/ Ward: Others Site: Others
Assigned Risk	High (High Impact x Medium Likelihood)
Assigned Priority	P2-High
Assigned Category	Adverse
Patient Details	
Assigned Team Leader	Fathima
Assigned Process Monitor	Bhavyasree
Closed On	10:21 pm, 25-09-25
Turn Around Time	1 hrs, 48 mins.

Incident Timeline & History

Assigned

Date & Time: 25 Sep, 2025 - 10:12 PM

Action : Incident Assigned to Fathima (Nursing In-charge) (Team Leader)

Process Monitor : Bhavyasree (Nursing Superintendent)

Assigned by : Kamal Thiagarajan

Comment: test

Described

Date & Time: 25 Sep, 2025 - 10:15 PM

Action : Incident Explained by Kamal Thiagarajan ()

Root Cause Analysis (RCA)

Tool Applied : 5WHY

- **WHY 1:** the Incident in detail with
- **WHY 2:** v the Incident in detail with
- **WHY 3:** the Incident in detail with
- **WHY 4:** the Incident in detail with
- **WHY 5:** the Incident in detail with

Corrective Action : Corrective Actions, Preventive

Preventive Action : Corrective Actions, Preventive

Lesson Learned : Corrective Actions, Preventive

Closed

Date & Time: 25 Sep, 2025 - 10:21 PM

Action : Incident Closed by Kamal Thiagarajan ()

Closure Verification Remark : test remark