**Site Verification and Time Out – GI**

**POLICY:**

All patients presenting to the Center for a procedure have identification, procedure/site verified.

**PURPOSE:**

To ensure verification of the correct patient, procedure, anatomical site and equipment.

In the procedure room, a Safety Checklist is used during the TIME OUT and the procedure is outlined below.

**PROCEDURE:**

**Verification of the patient**, anticipated procedure/site is accomplished by:

* Confirming the patient's identity using two (2) or more pre-designated identifiers (excluding room number, schedule, or bed placement). Confirmation of patient identity is conducted by asking the patient to state first and last name plus identifier (i.e. date of birth).
* Reviewing the informed consent, facility consent, history and physical, physician's orders as applicable
* Involving the patient and/or a family member/significant other in the verification process prior to pre-procedure medication, sedation and anesthesia
* Verifying patient's identification to the applicable chart documents
* Notifying the physician of any discrepancies between patient identification, the chart documents, and the scheduled posting