



STANDARD 5

Patient Identification and Procedure Matching  
Key Information for BHS Staff



To correctly identify a patient at Ballarat Health Services the following 3 key identifiers must be used as per the Patient Identification And Procedure Matching Policy (POL0036)

It is the responsibility of all Ballarat Health Services staff to ensure that they correctly identify the patient prior to any care, therapy or service being provided

# BHS 3 Key Identifiers

Inpatient (patients that have identification band in place)		Ambulatory Patients (patients that don't require an identification band)	
<ul style="list-style-type: none"> <li>Name (Given and Surname)</li> <li>Date of Birth</li> <li>Hospital UR number</li> </ul>	<ul style="list-style-type: none"> <li>Must be <b>recited</b> by patient/Carer</li> <li>Must be <b>recited</b> by patient/Carer</li> <li>UR Number on identification band to be confirmed against UR on relevant document E.G- Medication Chart, Progress Notes, Request slip</li> </ul>	<ul style="list-style-type: none"> <li>Name (Given and Surname)</li> <li>Date of Birth</li> <li>Address</li> </ul>	<ul style="list-style-type: none"> <li>Must be <b>recited</b> by patient/Carer</li> <li>Must be <b>recited</b> by patient/Carer</li> <li>Must be <b>recited</b> by patient/Carer</li> </ul>

Observational audits will be conducted to ensure compliance to the Patient Identification And Procedure Matching Policy (POL0036)