Ensuring Correct Surgery and Invasive Procedures in VHA

**Before surgery/procedure**

*Step 1: Consent Form*

The consent form must include:
- patient’s full name
- procedure site
- name of procedure
- brief description of procedure
- reason for procedure

*Step 2: Mark Site*

The operative site must be marked by a physician or other privileged provider who is a member of the operating team.

Do NOT mark non-operative sites

**Just before entering OR/procedure room**

*Step 3: Patient Identification*

Staff must ask the patient to state (NOT confirm):
- their full name
- full SSN or date of birth
- site for the procedure

Check responses against the marked site, ID band, consent form and other documents

**Immediately prior to surgery/procedure**

*Step 4: Imaging Data*

Two members of the team (the physician performing the procedure and another team member) must confirm the images are correct and properly labeled.

*Step 5: “Time Out”*

Staff must conduct a Time Out prior to beginning the procedure with the patient present. The Time Out must be facilitated by a checklist that includes:
- correct patient identity
- procedure to be performed
- site of procedure
- valid consent form
- patient position
- site is marked and visible
- images confirmed
- implants available
- antibiotic prophylaxis
- deep vein thrombosis prophylaxis
- blood availability
- special equipment availability

For more information see the Veteran’s Health Administration directive and your Patient Safety Manager.

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