

# Safe Prescribing checklist

- What strategies have you implemented to ensure prescriptions are not misread e.g. brief notation of purpose, no abbreviations, computerised prescription system, ask patients to read prescription?
- How do you keep up-to-date with new medications?
- Do you provide repeat prescriptions without examining patients?
- Does each patient's file have a medication summary sheet?
- Does this also include over-the-counter medication and alternative remedies?
- Is the medication summary sheet reviewed/updated at each consultation?
- If electronically prescribing how do you ensure the appropriate patient file is open on the computer?
- How do you reduce the chance of prescribing mistakes being made when using prescribing software?
- What is your system for monitoring patients who have been prescribed addictive medications or medications with long term side effects?
- Do you document any samples you have given patients?
- How do you inform patients about medications which you propose to prescribe for them?
- How do you ensure patients remember the instructions provided e.g. dose, time, side effects to look for etc?
- Do you obtain consent from patients when prescribing new medication? How is this process documented?