## **Guidance: Using RL icons for safety event reporting**

Icon	<b>Use Case</b> Please note that the list below is not inclusive of all reportable events
	Airway Management Form: used to report events associated with respiratory or drugs/devices used for intubation/respiratory care, unplanned extubation
	Anesthesia Form: This form is used to report events associated with anesthesia.
	Blood/Tissue Product Form: used to report events associated with human cells or tissues
	that are intended for implantation, transplantation, infusion, or transfer into a human recipient, including adverse reactions
	Diagnosis/Treatment Form: used to report events including, but not limited to,
	missed/delayed diagnoses, inadequate/inappropriate/delayed treatment,
<b>W</b>	unexpected/adverse clinical outcomes, or failure to assess
24°	<b>Falls Form:</b> used to report a patient's or visitor's slip, trip, fall, or injury occurring within the facility or on facility grounds with or without injury
	Infection Form: used to report events including, but not limited to, isolation breaches,
Sept.	hand hygiene noncompliance, patient exposure (blood/body fluid),
	sterilization/disinfection issues, suspected infections, and actual infections
	IV/Vascular Access Device Form: used to report any event involving vascular
lacksquare	management or vascular access devices (VADs), including but not limited to site infection
<b>T</b>	due to VAD, inappropriate VAD use, infiltration of VAD, and extravasation events
	Lab/Specimen Form: used to report events including, but not limited to, delays in
	testing/reporting, lost and unlabeled specimens, collection issues, wrong test(s)
	performed, transport issues, critical values not called, and specimen processing
	Medication/Adverse Drug Reaction Form: used to report events including, but not
	limited to, inappropriate medication orders/dose, medication/fluid errors, adverse drug
	reactions, medication reconciliation errors, medication omissions
EN	Patient ID/Documentation/Consent/Guardianship Form: used to report events including
	but not exclusive to DNR issues, armband issues, legal guardianship documentation, and
	issues regarding consent
	<b>Provision of Care Form:</b> This form is used to report a wide variety of events, including
+	communication regarding patient care, dietary/nutrition issues, mandated reporter
	events, nurse overtime (staffing issues), unexpected patient death, AMA, and interpreter
	issues

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	Radiology Form: used to report events associated with radiologic exams (ordered/performed/wrong patient), also including delay in diagnosis, discrepancy in interpretation of results, overexposure, equipment issues, contrast allergic reactions, MRI safety events
	<b>Restraints Form:</b> used to report events associated with restraints, including but not limited to emotional distress, restraint-related injury, and death associated with restraints
	Safety/Security Form: This form is used to report events related to abuse/assaults, elopement, entrapment, suicide, abduction, threat of violence, weapons on premises, theft, property damage/vandalism, disorderly person, breach of privacy
	<b>Skin/Tissue Form:</b> This is used to report events including but not limited to laceration, rash, skin tear/cut, pressure injury, blister, and/or burn to the skin or tissue
of	Surgery/Procedure Form: used to report events in the surgical/procedural setting, including, but not limited to, surgical/procedural complications, wrong site/side/patient, contamination, wrong site/site marking issues, and/or procedural delays
An I	<b>Tube/Drain Form:</b> used to report events including but not limited to perforation, suction, localized reactions, dislodgement, and/or disconnection of a tube/drain
<b>(P)</b>	Patient Advocacy Form: used to report patient complaints and concerns regarding care or treatment, grievances, suggestions, and/or compliments. (Access limited)

Use the search function to identify form options most applicable to the event being reported

- o Most importantly, enter the event
- If needed, forms can be changed on the back end to ensure standardization for reports
- O Contact your Risk Team with questions