



香港浸信會醫院

Hong Kong Baptist Hospital

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MEMO

To : All Doctors
From : Dr Lee Hoi Che, DMS—CAO
Date : 27th October 2009
Our Ref. : ACAO/M49/LHC/2009
Subject : **Authentication of phone / verbal order prescription within 24 hours**

Dear Doctors,

An audit of the captioned was carried out about 2 years ago. It has been decided in the Clinical Audit Coordinating Committee in Medicine that we should conduct a re-audit this year to ensure that the standard is kept.

For patient safety, the hospital deems it advisable to adhere to the standard of to have verbal/phone order endorsed with a written prescription within 24 hours.

You are therefore requested to authenticate the phone order prescription within 24 hours.

The audit period will be from 1-11-2009 to 14-11-2009 inclusive and the ward is going to have a number of measures to remind you.

Thank you for your attention.

Yours sincerely,

Dr. H C Lee
Director of Medical Services

c.c All Wards
M(A&R)
SNO Ms. S Y Lo

