

EXAMPLE: Medicines Omission Tool**Ward:** 5**Date:** 04/12/19

Please complete during medicines administration rounds and reconcile any medicines omitted at the end of the round by discussing with medical staff and agreeing appropriate actions.

To be completed by nursing staff					To be completed by medical staff	
Date/Time	Patient's Name	CHI	Medicine Omitted	Reason for Omission	Outcome* (i.e. withhold/continue/stop)	Prescriber Signature
4/12/19 08:30	Patient A		Digoxin	Previous dose '15'	Restart	Prescriber A
4/12/19 08:35	Patient B		Senna	Loose stools	Stopped	Prescriber A
4/12/19 08:40	Patient C		Levetiracetam	Nil by mouth	Switched to IV	Prescriber A
4/12/19 08:45	Patient D		Madopar	Stock ordered	Do NOT delay Source ASAP	Prescriber A

*The outcome and plan should be clearly communicated to nursing staff and documented on the drug administration chart.