

10 Tips for Reducing Liability Risks

We encourage you to read the more comprehensive list of risk management recommendations present in the full Claims Study released by Aon Affinity's Nurses Service Organization (NSO) and CNA HealthPro as they relate to the nursing profession as a whole and to individual nurse specialties. The full study can be found at www.nso.com/rnclaimstudy. The following ten tips are general recommendations that were derived from this study:

1. **Maintain professional communication skills** to interact effectively with all levels of healthcare workers involved in the provision of nursing services.
2. **Immediately report** any allegation or notice of pending professional or legal action related to professional scope of practice to your insurance company.
3. **Maintain clinical nursing competencies** through continuing education.
4. **Document nursing actions** in accordance with facility requirements.
5. **Ensure that entries** are legible and written in ink. Avoid subjective comments regarding the patient, family or other healthcare providers and document actions and patient discussions as soon as possible after the event.
6. **Maintain patient health information records in a confidential manner**, consistent with the Health Insurance Portability and Accountability Act (HIPAA) requirements, other pertinent state and federal regulations, and organization/facility policies.
7. **Indicate current and past medications** and whether the patient has deviated from the current prescribed medication regimen. Mark any allergies in a conspicuous manner.

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8. **Record medications administered**, including injections, ointments and infusions, as well as a description of the patient's response.
9. **Recognize the appropriate indications**, dosage range, route(s) of administration, contraindications, side effects and warnings related to commonly prescribed drugs, obtaining this information prior to administration of any new or unfamiliar drug. Know how to obtain current drug reference materials, and refer to them when administering a drug that is not frequently prescribed or whenever questions arise regarding a drug.
10. **Document any wasted or destroyed medications** in compliance with organizational policy and all applicable laws.

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