



## MANITOBA RENAL PROGRAM

<b>SUBJECT</b> <ul style="list-style-type: none"> <li>▪ Manitoba Renal Program Signature Sheet Standard</li> </ul>	<b>SECTION</b> 60.10 Standards
	<b>CODE</b> 60.10.04
<b>AUTHORIZATION</b> <ul style="list-style-type: none"> <li>▪ Professional Advisory Committee, Manitoba Renal Program</li> <li>▪ Nursing Practice Council, St Boniface Hospital</li> </ul>	<b>EFFECTIVE DATE</b> July 2003
	<b>REVISION DATE</b> June 2010 February 2013 June 2015 January 2018

**PURPOSE:**

To provide standards for the completion of Manitoba Renal Program Signature Sheet form #NS00714 (see appendix).

**OBJECTIVE:**

1. To provide a space in the Manitoba Renal Program (MRP) patient health record for the initials printed names, signatures and classifications of all health care providers documenting in the chart. Once their printed name and full signature is documented on the sheet; the health care providers may identify themselves by use of initials on dialysis worksheets and flow charts.

**STANDARDS:**

1. An Addressographed Signature Sheet will be at the front of each patient's MRP health record.
2. Each health care provider shall sign for patient care given with his or her initials. They shall document their initials, printed name, a full signature and classification on the signature sheet.
3. Each signature will be dated to indicate when the signature was added to the sheet.

**PROCESS:**

1. Unit Clerk will maintain an addressographed form on the MRP health record.
2. The health care providers will document the date, their initials, printed name, signature and title the first time they document their initials to chart care provided.