

Title	Use of Markers to Label Radiographs	Policy #	02-005
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POLICY

1. The Division of Diagnostic Imaging and Radiology will provide each Radiologic technologist at no cost to the employee one (1) set of right and left markers with their initials. If the technologist loses a marker the department can elect to charge the employee for a replacement.
2. All radiographs must be labeled by the technologist performing an x-ray examination to indicate the patient's right or left side using the appropriate lead marker, which also includes the initials of the technologist performing the exam.
3. If a technologist is missing their individual markers, then for a finite period of time defined by the technologist's supervisor a lead anatomical marker without initials can be used during the taking of radiographs.
4. If an image does not have a clearly visible lead anatomical marker then the radiograph will be repeated. The radiograph which is missing visible lead markers is not presented to the radiologist for exam interpretation.
5. If an image was taken with the right and left marker on the wrong side of the patient, then the radiograph will be repeated. The radiograph with the right and left markers on the wrong side of the patient is not presented to a radiologist for interpretation.
6. Left and right markers cannot be added through computer annotation.

PURPOSE

The identification of the left and right side of the patient on imaging studies is critical to accurate patient diagnosis and therapy and is a major responsibility of the diagnostic imaging technologist. The purpose of this policy is to provide the standards under which lead left and right markers will be utilized by to indicate a patient's right or left side when a radiograph is performed.

Approved by:

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