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What is this tool:

This tool is designed to help skilled nursing facilities (SNF) collect data on medication discrepancies found upon admission to the SNF for patients discharged from the hospital to the SNF.

The tool is structured to help SNFs categorize and collect data on different types of medication discrepancies affecting patients. The categorized data can be used to inform a discussion with the discharging hospital, and aggregated and presented as chart (e.g., a pareto chart) to help hospital and SNF partners identify specific processes with opportunities for improvement.

How to use:

- Complete the log below every time a medication discrepancy is discovered. Data to collect include the following:
 - Patient name
 - Category of discrepancy/cause
 - Specific medication
 - Name of hospital prescriber
 - Date of admission to the SNF

Preventable Readmissions Initiative Medication Discrepancies Data Collection Tool: For Hospital to SNF Transitions

Tips:

- A separate log should be kept for each hospital to provide each hospital with specific feedback
- Establish a standardized timeframe to provide feedback from the SNF to the hospital for discrepancies identified – i.e., daily, weekly, or monthly – the interval for updates will depend on the volume of admissions to the SNFs and should be agreed upon by both the SNF and the hospital, with regular time to meet and discuss how these issues may be resolved moving forward
- Track rate or percent of patients admitted to the SNF from the hospital, with a medication discrepancy for the specified interval (i.e., daily, weekly, or monthly) for which data is collected
- When “other” is selected as the cause of the discrepancy, ensure the reason is recorded, and the list of “other” and frequency of each “other” reason recorded is reviewed regularly. Consider adding the new reasons to the list of causes if they appear regularly for your facility
- Identify a contact person at the SNF and the hospital who will work closely together to help identify solutions and who will connect regularly to review the data collected in the log



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Preventable Readmissions Initiative Medication Discrepancies Data Collection Tool: For Hospital to SNF Transitions

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Medication Discrepancies Identified on Admission to SNF

Instructions:

Please complete this form to track all medication discrepancies found upon admission. All medication discrepancies should be reconciled upon identification.

Name of Data Collector: _____ **Title:** _____

Data collector's Contact Information: _____

Name of Hospital: _____

Receiving Facility/SNF: _____

Hospital Contact Person (name, e-mail, telephone):

SNF Contact Person (name, e-mail, telephone):

Causes:

- a. Ordered medication conflicts with patient's listed allergies
- b. Discharge instructions and/or summary incomplete, inaccurate, does not match MAR, PRI, etc.
- c. Duplication (multiple drugs ordered with the same action without any rationale)
- d. Dose/frequency discrepant
- e. Drug name discrepant/incorrect
- f. Medications omitted
- g. Patient level factors (did not fill/obtain medication, did not take medication at all or as prescribed, did not understand use of the medication, need for patient assistance not recognized)
- h. Other

PATIENT NAME	MEDICATION	DISCREPANCY	CAUSE (Select from above list)	PRESCRIBER NAME	DATE OF ADMISSION TO SNF

Data submitted to Hospital: Daily Weekly Monthly
Total number of patients admitted to SNF: _____

Data valid for dates: _____ to _____
Percent of patients admitted to SNF with medication discrepancies: _____