

Department:	Radiology Department		
Document:	Multidisciplinary Policy and Procedure		
Title:	Critical Findings Policy		
Applies To:	All Radiology Staff and Physicians		
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1. PURPOSE:

- 1.1 To be able to report the critical radiological results immediately.

2. DEFINITIONS:

- 2.1 **Critical Result** - Findings/results in imaging exams that require immediate or urgent communication with the provider. These findings reflect conditions that are life threatening.
- 2.2 **DVT**- Deep Vein Thrombosis
- 2.3 **ETT**- Endo Tracheal Tube
- 2.4 **CVP**- Central Venous Pressure

3. POLICY:

- 3.1 If there is a critical finding in radiology department, it should be reported to the requesting department/ physician **immediately** after confirmation.
- 3.2 Critical findings include (but not limited to following):
 - 3.2.1 Pulmonary Embolism
 - 3.2.2 Pneumothorax
 - 3.2.3 Air Under Diaphragm
 - 3.2.4 Intra Cranial Hemorrhage
 - 3.2.5 Acute DVT
 - 3.2.6 Gas In Portal Vein Tributaries
 - 3.2.7 Ruptured Ectopic Pregnancy
 - 3.2.8 Post Traumatic Intra – Abdominal Bleeding
 - 3.2.9 Post Traumatic Cervical/Lumbar Fracture
 - 3.2.10 High Possibility of Breast Cancer
 - 3.2.11 Improper Placing of Endotracheal Tube (ETT) / Central Venous Pressure (CVP)

4. PROCEDURE:

- 4.1 If the radiology critical finding is confirmed, the radiologist will immediately contact the responsible physician. If not available report to the following according to the priority. Resident on duty under some specialty, ICU/NICU physician, ER physician respectively will be notify about the critical findings:
 - 4.1.1 Date and Time of notification
 - 4.1.2 Medical Record Number or National/Iqamah ID Number
 - 4.1.3 Patient Name (Four names for Saudi/ Complete Name for the Non – Saudi).
 - 4.1.4 Critical result
 - 4.1.5 Reported by
 - 4.1.6 Reported to
 - 4.1.7 Write down
 - 4.1.8 Read back

- 4.1.9 Confirm
- 4.1.10 Time
- 4.1.11 Radiographer on duty
- 4.2 The physician or assigned nurse in ward or clinic to document it in the critical result form with: write down, read back and confirm methodology and to be witness by another nurse in the same area.
- 4.3 Radiologist will record and sign the following details in the logbook of the critical findings.
 - 4.3.1 Patient Name (Four names for Saudi/ Complete Name for the Non – Saudi).
 - 4.3.2 Medical Record Number or National ID Number/ Iqamah Number.
 - 4.3.3 Critical Diagnosis Result
 - 4.3.4 Reporting Date and Time
 - 4.3.5 Name of Physician Informed

5. MATERIAL AND EQUIPMENT:

- 5.1 Critical Results Log Book

6. RESPONSIBILITIES:

- 6.1 Radiologist
- 6.2 Requesting Physician

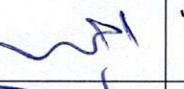
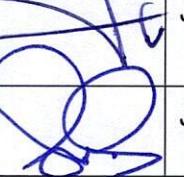
7. APPENDICES:

N/A

8. REFERENCES:

- 8.1 [Http://www.acr.org](http://www.acr.org) Guidelines For Digital Radiography.

9. APPROVALS:

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