	Policy #: Rad Policy 14.4
SUBJECT: MRI Safety Screening Questionnaire	Effective: 10/1/2018 Revised: 2/2019
APPROVED BY Eduardo Gonzalez-Toledo, MD PhD	Page 1 of 2

PURPOSE: To define the process to ensure patient safety prior to MR Imaging


POLICY: The MRI Patient Screening Questionnaire is a screening form that must be completed before a patient can receive a MR. All questions must be answered with a specific “yes” or “no” or specific further information must be provided. This form is to be completed by the patient. However, if the patient cannot communicate, a family member will be required to complete and sign the questionnaire. If the patient is unable to communicate and there are no family members present, utilize Rad Proc Screening unresponsive or unreliable patients. The questionnaire must be completed every 24 hours if a MR is reordered to assure no changes have taken place the might prohibit an MR.

PROCEDURE:

Inpatients:

1. Once the physician declares that an MRI is needed, nursing staff should give the questionnaire to patient so that the patient may complete the form. However if the patient cannot communicate, family member will be required to complete and sign the questionnaire. I the patient is unable to communicate and there are unresponsive or unreliable patients.
2. Upon completion of the form, nursing staff will place the questionnaire in the soft chart.
3. Nursing may notify MR section that questionnaire is complete by calling 6757456.
4. Upon the patient’s arrival in MR department, MR Level 2 staff will review the completed questionnaire form orally with the patient or family prior to permitting patient into the scan room.
5. The completed screening form will be scanned into the RIS program using the Fujitsu Scanner located in H2-10.
6. Using RIS tracking the technologist will enter necessary data under the memos tab.

Outpatients:

 University Health™	Policy #: Rad Proc 14. 4
SUBJECT: MRI Safety Screening Questionnaire	Effective: 10/1/2013 Revised: 2/2015: 2/2017
APPROVED BY Eduardo Gonzalez-Toledo, MD PhD	Page 1 of 2

1. Outpatients shall complete a questionnaire in MR department. If the patient is unable to complete the form, the MR personnel may assist the patient with reading or writing, provided the patient appears to be coherent historian.
2. MRI Level 2 staff will review the completed questionnaire form orally with the patient prior to permitting patient into the scan room.
3. Family members accompanying outpatients into the MR scan room shall complete an MR questionnaire for individuals accompanying patients.
4. The completed screening form will be scanned into the RIS program using the Fujitsu Scanner located in H2-10.
5. Using RIS tracking the technologist will enter necessary data under the memos tab.