



PEDIATRIC CHEMOTHERAPY ORDER CHECK SHEET

- Each of the following steps should be initialed with date and time to ensure consistency in chemotherapy order entry, minimize error potential and maximize efficiency in chemotherapy administration
- Initialing below indicates that all steps needed for chemotherapy checking have been complete
- Attach a copy of the chemotherapy order and protocol to this check sheet and keep in pediatric file
- For questions or clarifications, refer to *Chemotherapy Order Processing and Preparation P&P* or contact Pediatric Heme/Onc Clinical Pharmacist

PATIENT NAME _____ MRN _____

Initials	Date/ Time	Patient Care Pharmacist Responsibility
		Order received by patient care pharmacist
		Verified BSA calculation (refer to black book on 7 th floor satellite for ht /wt information from previous admission)
		Determined if is pt following a protocol on or off study <input type="checkbox"/> <i>on study</i> : <input type="checkbox"/> verified orders with protocol provided <input type="checkbox"/> informed IDS of any investigational medications <input type="checkbox"/> <i>off study</i> : <input type="checkbox"/> reviewed the regimen and verified all doses
		Verified all dose calculations based on wt or BSA are within 10%
		Verified all diluents and final concentrations are appropriate. Acknowledged any special dispensing considerations ie. stability, protect from light (see orange card)
		Verified that all labs are within limits designated by chemo orders (enter below)
		Ensured that patient is on the unit. Obtained current ht and wt information and updated in black book. Verified that BSA based on this info is within 10%
		Reviewed copy of original orders
		Verified original order is signed/cosigned by attending physician
		Spoke to patient's nurse to negotiate start time and discuss potential delays
		Communicated with fellow that is it OK to proceed with chemo
		Provided CHP with orders and informed of target start time
		Printed MAR (if applicable), verified final product against orders, delivered chemotherapy to bin on 7CHB, and notified nurse
Initials	Date/Time	Operational Pharmacist Responsibility
		Verified BSA calculation
		Recalculated all doses based on protocol
		Verified all diluents and final concentrations are appropriate. Acknowledged any special dispensing considerations ie. stability, protect from light (see orange card)
		Compared labels with orders before given to technician. Verified medication, dose, diluent and total volume
		Chemotherapy prepared and patient care pharmacist notified
		Documentation completed and filed in patient's folder