

Have you “Paused & Checked”?

IR(ME)R Operator checklist for Molecular Imaging Procedures: Image acquisition

P	Patient	Check the procedure is justified Check patient records for recent studies, duplication or cancellation requests Reconfirm patient ID, using a minimum of 3 unique identifiers Check pregnancy and breast feeding status Confirm the anticipated procedure with the patient and ensure they understand it Confirm preparation compliance and any relevant medical history, including contraindications Confirm the patient has not had a similar procedure recently Confirm patients weight and height
A	Anatomy	Select the correct anatomical area and position the patient accordingly Ensure the patient is comfortable and if necessary immobilisation devices are used to assist the patient to keep still Select the correct imaging protocol appropriate to the anatomical area
U	User Checks	Confirm all relevant equipment has passed the daily QA tests Confirm equipment is prepared for dynamic acquisition (collimator, frame rate, camera position, correct camera head) Confirm the imaging procedure is being completed at the correct date and time Confirm the exposure has been authorised Check the exposure to the carer / comforter is appropriately Justified (separately) or authorised according to local written procedures Check radiation safety measures for carers/comforters Provide clear information and instructions regarding patient aftercare
S	System & Settings	Select correct patient (unique ID) and confirm the exam date and time are displayed Select correct imaging protocol and system parameters/collimators Enter Patients weight and height (if required)
E	Exposure	Confirm there is no clinical reason the exposure should not proceed Visually monitor the patient throughout Evaluate images, confirm necessity for repeat or additional imaging Record dose and reference DRL for radiation procedure
D	Draw to a Close	Confirm Image Quality -consider image artefacts or movement and the need for further imaging. Perform post processing tasks, confirm dose records are complete Confirm examination images are archived and stored as appropriate Complete RIS record as per department protocol Ensure the patient knows how when and where to obtain results Inform radiologist (or other clinician) of any urgent or significant findings as per local protocol