

Appendix 1

<b>Banned Abbreviations, Acronyms, and Symbols</b>			
Unacceptable Abbreviation/Dose Expression	Intended Meaning	Misinterpretation	Recommendation
Q.D., q.d. OD, od	Every day	Mistake as qid or Mistaken as right eye	Write out daily
QOD, qod, eod	Every other day	Mistake for QD or QID if poorly written	Use every other day
U, u, iu, I.U.	Units or international units	Next to a number, the u can look like a o, resulting in a 10 fold increase in dose.	Use units or international units as appropriate
.x	Leading decimal point	Can easily missed, resulting in a 10 fold increase in dose.	Always use a leading 0 (0.x)
x.0	Trailing zero	Decimal point can be missed and result in a 10 fold increase in dose.	Do not use a trailing zero (x mg)
SL	Sublingual	Misunderstood for SC	Write out sublingual
SC or SQ or sub q	Subcutaneous	Misunderstood for SL	Sub cut or write subcutaneous
AU, AS, AD	Both ears, left ear, right ear	Mistaken for OU, OS, OD (eye)	Write out full meaning
OU, OS, OD	Both eyes, left eye, right eye	Mistaken for Au, AS, AD (ear), or for once daily	Write out full meaning
Abbreviated drug ** names 9 eg. AXT, CPZ, HCTZ, MS04)		May be mistaken for other drugs	Write out drug name in full
µg, ug, mcg	Microgram	Mistaken for mg	Write out microgram

\*\* Note: Common abbreviations for elements may be acceptable if clearly written (eg. K, Na, Cl, Zn, Mg, Fe, Ca)