

Risk Assessment Form

Laboratory process	Identified Risk	Risk Level		Risk Rating	Risk Category	Comment
		L	C			
Pre examination	Errors at logging	4	4	16	Major	Patients could be issued wrong results, resulting in misdiagnosis and wrong treatment being given
	Patients not properly prepared for certain tests (Eg. Not fasting, etc)	3	5	15	catastrophic	This may lead to false high results and can therefore have catastrophic consequences
	Samples Transported in unsuitable temperatures.	3	4	12	Major	Samples always need to be transported in cooler boxes with ice packs. Unsuitable

						temperatures can affect patient results.
Examination	Failed IQC	4	5	20	Major	Wrong results can be the outcome and patients might be misdiagnosed. It can also be costly should a customer decide to sue.
	Inadequate staffing	3	2	6	Minor	Can result in staff getting fatigued leading to human errors
	Maths errors	3	5	15	Catastrophic	Wrong numbers entered manually can result in wrong results entered.
Post Examination	Critical results not phoned out	3	5	15	Catastrophic	Delaying this process will not give the doctor enough time to take action.
	Load shedding	1	4	4	Major	Besides loss of income, it will

						affect TAT and this could affect the processing of urgent samples
	Hard copies not delivered on time	1	3	3	Moderate	This delays the promised TAT.
Management And support	stockouts	2	2	2	Minor	Can result in TAT being affected, and referral of samples means loss of income.

ACKNOWLEDGEMENT OF READING FORM

My signature confirms that I have read and understood the contents of this document.

Name	Signature	Date