

Policy Name: Patient Identification
Policy Number: IMG 8.06
Title of Policy Owner: Campus Director & Dean of Academic Affairs - SCHS
Policy Type: ☒ RHEI/Shared Services ☐ BSMCON ☒ SCHS ☐ SOMI
Approved by: RHEI Leadership Team
Effective Date: 8/1/2025
Version: 2.1
Policy Status: Approved

I. Policy

It is the policy of Bon Secours Southside College of Health Sciences (SCHS) to require students to check patient identification.

II. Purpose

The purpose of this policy is to outline the process for proper patient identification.

III. Scope

This policy applies to all Radiologic Technology (RAD) and Diagnostic Medical Sonography (DMS) SCHS students.

IV. Definitions

None

V. Policy Details

All students are required to check a patient's arm band and ask patients to verbally state their name and date of birth. Patient identification must be verbally confirmed using the two-identifier system prior to radiation exposure.

If a patient is unable to state their name and date of birth, patient identification must be verified by either a nurse, parent/legal guardian, or a medical record accompanying the patient that matches patient's arm band.

Students are required to follow the patient identification procedures established by the clinical affiliate sites.

Students that do not follow proper procedures will be subject to disciplinary action.

VI. Attachments

None.

VII. Related Policies

None

VIII. Disclaimers

Nothing in this policy creates a contractual relationship between Bon Secours Southside College of Health Sciences (SCHS) and any party. SCHS, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

IX. Version Control

Version	Date	Description	Prepared by
1.0	5/20/2022	New Template & Revisions	Program Coordinator
2.0	7/17/2023	New Template, New Numbering & Revisions	Program Coordinator
2.1	3/21/2025	New Template, Minor Changes	CDDAA