

PROHIBITED ABBREVIATIONS

The Clinical Board has adopted the following abbreviations as prohibited abbreviations at LSUHSC-Shreveport (Hospital Policy #6.5.2). Healthcare professionals are not allowed to use these when documenting in the medical record or on any form. Help your team; remind them that these abbreviations are not acceptable. These abbreviations have the potential to be misinterpreted, which can put the patient at risk.

Prohibited Abbreviations	Potential Problem	Preferred Term
U, u (unit)	Mistaken as zero, four, or cc	Write unit
IU (international unit)	Mistaken as IV or 10	Write international unit
QD, Q. D., qd, q.d., Q.O.D., q.o.d., qod (Latin abbreviation for once daily and every other day)	Mistaken for each other. The period after the Q can be mistaken for an "I" and the "O" can be mistaken for "l"	Write daily and every other day.
X.O - trailing zero . X mg - leading zero	Decimal point missing	Never write zero by itself after a decimal and always use a zero before a decimal point.
MS, MSO4 MgSO4	Confused for one another. Can mean morphine sulfate or magnesium sulfate.	Write morphine sulfate or magnesium sulfate