

Prescription Error Report

Date: [Enter Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Prescription Error Report for Safety Concerns

Dear [Recipient's Name],

I am writing to formally report a prescription error that has raised significant safety concerns. The details of the incident are as follows:

Incident Details

Patient Name: [Patient's Name]

Prescription Date: [Date of Prescription]

Medication Prescribed: [Medication Name]

Error Identified: [Description of the Error]

Potential Consequences: [Describe Potential Risks]

Actions Taken

[Describe any immediate actions taken to mitigate the error, such as contacting the patient, notifying medical staff, etc.]

Recommendations

To prevent future occurrences, I recommend the following:

- [Recommendation 1]
- [Recommendation 2]
- [Recommendation 3]

Please let me know how we can further address this issue and enhance our safety protocols.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]