

## ORGANIZING THE PEDZ TAGS



The Pedz tags cost \$150 apiece. More importantly, you may want to emphasize this point with your staff. Some nurses forget this fact and, consequently, have “accidentally” thrown away perfectly good tags. Others struggle with good organization and “lose” them either down the laundry chute or they simply “walk away.”

- 10 lost tags would equal \$1,500. That’s a lot of money when you consider how tight most budgets are.
- Also, each tag is warranted for one (1) year. There is a warranty date on the front of the tag itself. Some nurses have confused this with the expiration date and have thrown the tags away after only one year. The Pedz tag is warranted for one year, but with normal use, can last, on average, up to 15 months or longer.
- The Pedz tag will give you a “low battery alert” when it needs to be taken out of circulation. You never have to guess.



How do you organize your tags and the tools needed to use them? Where do you keep them? Do you know when something comes up missing? If I came to your hospital today, could you definitely tell me which tags you have, which ones are on patients, and where all the others are stored? These questions and others can help you begin evaluating your current policy for handling your Pedz tags and tools. At the heart of the issue is understanding that the Pedz tags are the core part of a missing patient system and need to be taken care of.

- You should designate a specific spot to store your tags and tools that is easily accessed by all nurses who need to use them.
  - Some facilities keep them in a drawer or cabinet near the nurses’ station, while others keep them in a secured cart with other medical supplies.
  - Wherever you keep them, you should have them together. Just throwing them into a drawer with everything else makes them hard to find and track.
  - Some facilities have opted for a separate storage container with a compartment for each tag.



- Remember, one way to get a longer battery life from a tag is by using all tags equally – first in last out. It becomes impossible to track if they are thrown just anywhere.
- Remember, too, that these tags are for use on a patient– a high priority should be placed on keeping them clean and ready to use versus just thrown in a drawer or cabinet somewhere.
- Another reason for organization is preventing a shortage of tags during a high census. If you are unaware that tags are missing or have been thrown away, you will not know when to order new ones and may run short.
- IMS suggests starting out with a spreadsheet with sign-in/sign-out spots to track tag usage.



- To do this, if you have not already done so, make a list of all the tags you currently have.
- Once confirmed, make that list into a log sheet; and post it near the tags, having the nurses check tags out and then back in.
- Consider creating a spot on the sheet for check out, check in, cleaning, and, finally, returned to storage. This will help ensure (if used correctly) that all tags are always accounted for.
- A sample spreadsheet is included in this section of the Implementation Planner.

