## Safety Checklist for Office-Based Procedural Sedation/Anesthesia

### Procedure Room Set Up
- Monitors functional
- Oxygen Source and delivery
- Scavenger operational
- Suction
- Airway adjuncts
- Defibrillator / AED
- Emergency medication / equipment
- Fire hazard precautions with oxygen
- Necessary instruments, devices and materials present

### Pre-operative Encounter
- Correct patient and date of birth
- Correct radiographs present
- Correct procedure / side / tooth
- PMH, Physical exam, Meds reviewed
- Allergy / adverse drug reaction
- Essential medication maintenance
- Blood glucose evaluation
- ASA status / Mallampati class
- SBE / joint prophylaxis
- Pregnancy / lactation
- Escort present
- NPO status
- Informed consent
- Pre-operative vital signs

### Post-operative Recovery
- Patient awake and breathing well
- Hemorrhage controlled
- Airway self-maintained
- Vital signs within 10% of baseline
- Aldrete / pain score assigned
- Ice available
- Post-operative Rx
- Post-operative instructions

### Records
- Operative notes written / dictated
- Anesthesia record complete
- Drug log complete
- ______________________
- ______________________
- ______________________
- ______________________
- ______________________
- ______________________
- ______________________
- ______________________

---

Patient Name: ______________________

DOB: ______________________

Patient Number: ______________________

Date of Procedure: ______________________