



El Paso - Ambulatory Clinic Policy and Procedure

Paul L. Foster School of Medicine/Texas Tech Physicians DO NOT USE ABBREVIATION LIST

Abbreviation	Incorrect Example	Correct Example
1) U (unit) <i>Do not use "U" for unit as it can be mistaken for a "0"</i>	Insulin 5 u	Insulin 5 units
2) IU (international unit) <i>Do not use "IU" for international unit as it can be mistaken for "IV" or "10"</i>	vitamin E 400 IU	vitamin E 400
3) Q.D. (everyday) <i>Do not use "qd" for everyday as it can be mistaken for "qid" or "qod"</i>	qd	daily
4) Q.O.D. <i>Do not use "qod" for every other day as it can be mistaken for "qid"</i>	qod	every other day
5) Trailing Zeros <i>Do not use a trailing zero after the decimal point as the decimal point may be missed</i>	warfarin 1.0 mg	warfarin 1 mg
6) Leading Zeros <i>Use a leading zero before the decimal point as the decimal point may be missed</i>	hydromorphone .5 mg	hydromorphone 0.5 mg
7) MS <i>Do not use "MS" for morphine sulfate as it can be mistaken for magnesium sulfate</i>	MS 1 mg	morphine 1 mg
8) MSO ₄ <i>Do not use "MSO₄" for magnesium sulfate as it can be mistaken for morphine sulfate</i>	MSO ₄ 1 mg	magnesium sulfate 1 mg
9) MgSO ₄ <i>Do not use "MgSO₄" for magnesium sulfate as it can be mistaken for morphine sulfate</i>	MgSO ₄ 2 g	magnesium sulfate 2 g