

Process Steps	Failure Mode: What could go wrong?	Failure causes: Why would the failure happen?	Failure effects: What would be the consequences of failure?	S Severity	O Occurrence	D Detection	RPN Risk Priority No. S x O x D	Action to Reduce Risk
Item selection and preparation (e.g. swab vial cap)	Wrong drug/diluent	Failure to read work sheet. Similar pkg. No dble check.	Harm to patient	4	2	2	16	Separate like drugs/diluent. Colour coding Bar code checking
Assembly of needles/syringes /components								
Withdraw right dose(s) / volumes	Drug from wrong vial. Incorrect amt drawn	Lack of concentration & area clearance Work sheet wrong	“ “	4	2	2	16	Training SOP's Supervision
Correct technique Filtration								
Correct order of addition								
Appropriate mixing								
Capping								
Product identity prior to labelling	Label wron product. Mix up	>1 prod @ same time. Similar appearance. Distractions.	“ “	4	2	2	16	No distraction. Well organised Working area/ area clearance.