

# Spell it out.

Write **units** rather than using **U** or **u**.

Reduce the risk of medication errors.

[www.safetyandquality.sa.gov.au](http://www.safetyandquality.sa.gov.au)



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SA Health

# Spell it out.

Write **daily** rather than using **OD** or **od**.

Reduce the risk of medication errors.

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# Spell it out.

Write **microgram** rather than using  $\mu\text{g}$ , mcg or ug.

Reduce the risk of medication errors.

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# Zero errors.

Use a leading zero before a decimal point (eg 0.5mg)  
but no trailing zero after a whole number (eg 5mg).

Reduce the risk of medication errors.

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