

Recording Sheet

Candidate name:		Base: Sheet Number: Education supervisor signature:		
1 Date	2 No of items	3 Details of errors found by trainee or ACPT	4 Double checked	5 Details of unidentified errors
xx/yy/zz	4	Incorrect strength of amoxicillin. 500mg instead of 250mg	signed by educational supervisor	✓
xx/yy/zz	2	None	signed by educational supervisor	Missing PIL



Recording Sheet

Please make a record of any additional information that will help with the assessment e.g. copy labels.

Date	Additional Information	
xx/yy/zz	According to the pharmacy's SOPs a missing Patient Information Leaflet (PIL) is classed as a serious error and this log of evidence stopped-the candidate must a reflection of this error on using Error report form.	