

**LIST OF DO NOT USE ABBREVIATIONS -  
NOT For Use in Charting and Writing Orders:**

| Do Not Use Abbreviation  | Potential Problem   | Preferred Term   |
|--|---|--|
| U (unit)   | Mistaken for "0" (zero), the number "4" (four) or "cc"                                    | Write "unit"   |
| IU (International Unit)  | Mistaken as IV (intravenous) or the number 10 (ten)                                       | Write "International Unit"   |
| Q.D., QD, q.d., qd (daily)<br><br>Q.O.D., QOD, q.o.d., qod (every other day) | Mistaken for each other. Period after the Q mistaken for "I" and the "O" mistaken for "I" | Write "daily"<br><br>Write "every other day"   |
| Trailing Zero (X.0 mg)<br><br>Lack of leading zero (.Xmg)                    | Decimal point is missed   | Never write a zero by itself and after a decimal point (x mg), and always use a zero before a decimal point (0.x mg) |
| MS<br><br>MSO <sub>4</sub><br><br>MgSO <sub>4</sub>                          | Confused for one another. Can mean morphine sulfate or magnesium sulfate                  | Write "morphine sulfate" or "magnesium sulfate"  |