Introduction
Acupuncture is adopted in Shatin Hospital Surgical Department as an optional self-financed adjunct treatment for neurological rehabilitation patients performed by either the physiotherapists under a research study or private acupuncturists from the Pok Oi Hospital — The Chinese University of Hong Kong Chinese Medicine Centre.

Objectives
To ensure patient safety in receiving acupuncture therapy in ward.

Methodology
Guideline of acupuncture for in-patients was setup based on the practicing organizations. Absolute contraindications of acupuncture were checked. Patients have to be approved by case MO for fitness for acupuncture. Consents have to be signed before the procedure. Physiotherapists, acupuncturists have to strictly follow the guideline in performing acupuncture to patients. An Acupuncture Treatment Record for physiotherapist was designed based on the Operation Guideline by PTCOC, Hospital Authority of Hong Kong, or documenting the details of the procedure and patient’ s condition before, during and after the procedure. For the private acupuncturists from the Pok Oi Hospital — The Chinese University of Hong Kong Chinese Medicine Centre for Training and Research (Shatin), a workflow of the treatment procedure was formulated. The workflow provided guidance for acupuncturists in identifying correct patient and the fitness and approval for acupuncture, counting the number of needles being applied and removed, and documenting the procedure in the Acupuncture Checklist. The procedure can only be performed with the presence of patient’s relative. After the procedure, the checklist will be collected and filed by ward nurses. For any abnormalities, the acupuncturist has to report to the nurse in-charge and the case MO.

Result
Number of patients receiving acupuncture was counted every month. In year 2012,
there were totally 133 received acupuncture therapies in the three surgical wards in Shatin Hospital. No incidents or adverse events related to acupuncture was reported. The incident rate was 0% in 2012. Department of Surgery, Shatin Hospital provides multidisciplinary approach rehabilitation service to surgical patients in the NTEC. Acupuncture was adopted as an adjunct treatment for neurological patients. The guideline for acupuncture in ward, together with the Acupuncture Treatment Record and the Acupuncture Checklist provided effective safety measures to prevent incidents related to acupuncture therapy in ward.