

CHECKLIST TOOLS

Goal: To trigger thinking about best practices and relevant protocols to be implemented during care delivery for each patient.

Where to use: This set of tools should be used within the critical care and medical/surgical departments or “patient safety hubs.”

Who should use: Frontline staff within each of the patient safety hubs of critical care and medical/surgical.

Overview:

- Remember that this tool is intended to provide just-in-time patient safety practice considerations for frontline staff. It may also be used as an internal data collection process, if hospitals wish, but please note that data should **not be shared** with NYSPFP staff or other outside organizations.
- It is recommended that this tool be used during rounds to provide a snapshot of what is going on in the unit. These checklists can be thought of as a clinical decision-making tool or mental reminder for frontline staff.
- Consider using the checklist tools in conjunction with the data collection observational tools (described more fully in the “Recommendations on How to Use the Observation Tools”).



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