



New York State  
Partnership  
for Patients



# Accelerating Improvement Patient Safety Commitments

Team Planning Worksheet

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

Accelerating your hospital's improvement requires setting aims. What specific steps will you take in the next 30, 60, and 90 days to drive improvement and adopt or expand on the five Patient Safety Commitments? Please provide SMART (Specific, Measurable, Actionable, Realistic, Timeframe) aims. Your NYSPFP Project Manager will follow up with your hospital to assist with strategy and implementation.

PATIENT SAFETY COMMITMENTS	KEY STRATEGIES (Please indicate strategies that your hospital already implemented)	HOSPITAL ACTION STEPS	DUE DATES
<b>Expand Interdisciplinary Teams to Include Clinical Pharmacists to Reduce Adverse Events</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Include pharmacists in the medication reconciliation process on admission and at discharge.</li> <li><input type="checkbox"/> Convene a pharmacy-driven anticoagulation management team.</li> <li><input type="checkbox"/> Convene a pharmacy-driven insulin management team.</li> </ul>		
<b>Implement "Hard Stops" or Reliable "Soft Stops" for Hardwiring Quality and Patient Safety Processes</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Early Elective Delivery Hard Stop:</b> Implement a hard stop policy when an attempt is made to schedule an elective delivery in women of 36 0/7 to 38 6/7 weeks gestation without a medical or obstetrical indication.</li> <li><input type="checkbox"/> <b>Catheter-associated Urinary Tract Infections (CAUTI) Hard Stop:</b> Implement hard stop policies for catheter insertion that is not medically necessary and timely discontinuation. Essential elements of the policies should include:               <ul style="list-style-type: none"> <li><input type="checkbox"/> assurance that all emergency department insertions are medically necessary;</li> <li><input type="checkbox"/> requirement of ongoing nursing assessment of the need for a line or catheter, including at the time of transfer (example: transfer out of critical care or the operating room with prompt discontinuation protocol); and</li> <li><input type="checkbox"/> implement a physician-ordered, nurse-driven catheter removal protocol.</li> </ul> </li> </ul>		

PATIENT SAFETY COMMITMENTS	KEY STRATEGIES	HOSPITAL ACTION STEPS	DUE DATES
(continued)	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Medication Management Hard Stop:</b> Implement a hard stop to eliminate all discrepancies before finalizing medication reconciliation at discharge.</li> </ul>		
<p><b>Adopt, Implement, and Effectively Use a Safe Surgery Checklist That Includes a Brief and Debrief with the Full Team</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure that the hospital's Safe Surgery Checklist (SSC) is up to date and includes processes for pre-, intra-, and post- surgery phases. SSC should include the SSI bundle elements and should address antibiotics, normothermia, glucose control, and any other potential complication risks.</li> <li><input type="checkbox"/> Implement a process for comprehensive pre-operative briefs with the full team.</li> <li><input type="checkbox"/> Institute a process for timely and comprehensive debriefing that includes the entire team.</li> <li><input type="checkbox"/> Promote the adoption and use of critical language to encourage a culture of patient safety (i.e., Team-STEPPS).</li> </ul>		
<p><b>Promote Innovative Practices in Ventilator Care and Management to Prevent Harm</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Implement protocols to mobilize or increase the activity level of patients on a ventilator.</li> <li><input type="checkbox"/> Implement protocols to reduce or eliminate the use of sedation.</li> <li><input type="checkbox"/> Promote effective use of medications for pain management.</li> </ul>		
<p><b>Implement Patient-Centered Practices to Improve Patients' Experience of Care</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Use white boards as a shared communication tool.</li> <li><input type="checkbox"/> Implement a process that includes patients and families in bedside reports.</li> <li><input type="checkbox"/> Implement purposeful rounding.</li> <li><input type="checkbox"/> Utilize rounding for periodic leadership safety review, discharge planning, etc.</li> <li><input type="checkbox"/> Adopt and implement daily goal worksheets.</li> <li><input type="checkbox"/> Develop and implement protocols for structured hand-offs.</li> <li><input type="checkbox"/> Perform daily high-risk and prevention assessments.</li> <li><input type="checkbox"/> Promote the use of critical language to encourage a culture of patient safety (i.e., TeamSTEPPS).</li> </ul>		