NSQHS Standard 6 Communicating for Safety Definitions sheet – Edition 2



Communicating for Safety Audit Tools Definitions

The following <u>definitions and examples</u> apply to the Communicating for Safety Audit Tools:

- Clinical handover is defined as the transfer of professional responsibility and accountability for some or all aspects of care for a patient, or group of patients, to another person or professional group on a temporary or permanent basis. Australian Commission on Safety and Quality in Health Care. National Safety and Quality Health Service Standards. 2nd edition (2017).
- Clinical handover is done in two stages:
 - Stage 1 is away from the bedside and is setting the scene The stage 1 meeting is intended to be a short snapshot of patient care. This meeting also provides a chance for confidential patient information to be discussed, which would not otherwise be discussed at the bedside. This stage of handover should be brief and take no longer than 10 minutes.
 - o Stage 2 occurs at the bedside.
- Handover Summary Sheet is a briefing that promotes situation awareness and contains sensitive information, e.g. test results, psychiatric issues, communicable diseases, NFR orders, social/family issues etc.
- Bedside Safety Scan involves call bell in reach, equipment functioning, mobility aids in reach, check lines/tubes, review med chart, review bedside chart, etc.
- 1. Identification Bands
- 2. Surgical Safety Checklist
- 3. Perioperative Patient Record
- 4. Procedure Informed Consent Form

For Queensland Health staff, please go to QHEPS for further information on communicating for safety.



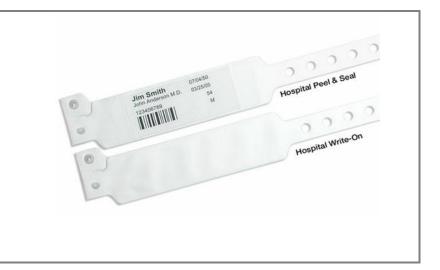
1. Identification Bands (as per the Queensland Bedside Audit (QBA))

Patient Identification (ID) Band

Wristbands containing patient information have been the standard method of identifying patients in hospitals for many years. Patient ID bands are a critical tool to prevent errors associated with mismatching patients and their care. The Australian Commission on Safety and Quality in Health Care has developed specifications for a standard national patient identification band. The specifications set out standards for the useability, content and colour of patient identification bands in Australia.



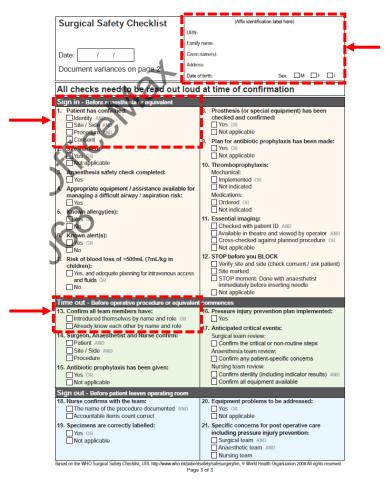
Core Identifiers (Unit Record Number (URN), Name and Date of Birth (DOB)) written in black text on a white background



Further information can be found on The Australian Commission on Safety and Quality in Health Care website https://www.safetyandquality.gov.au/our-work/patient-identification/

2. Surgical Safety Checklist

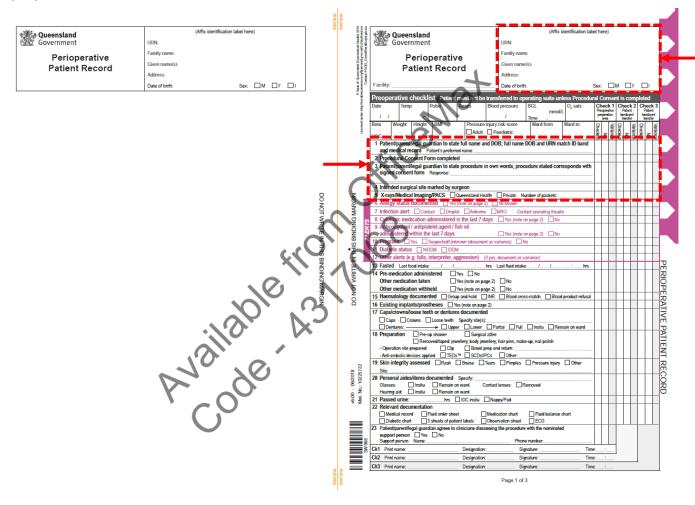
The tools incorporate key questions to audit patient identification in the surgical safety checklist, as highlighted below.



For Queensland Health staff, please go to QHEPS for further information on the Surgical Safety Checklist and the 3C's.

3. Perioperative Patient Record

The tools incorporate key questions to audit patient identification in the perioperative patient record, as highlighted below.

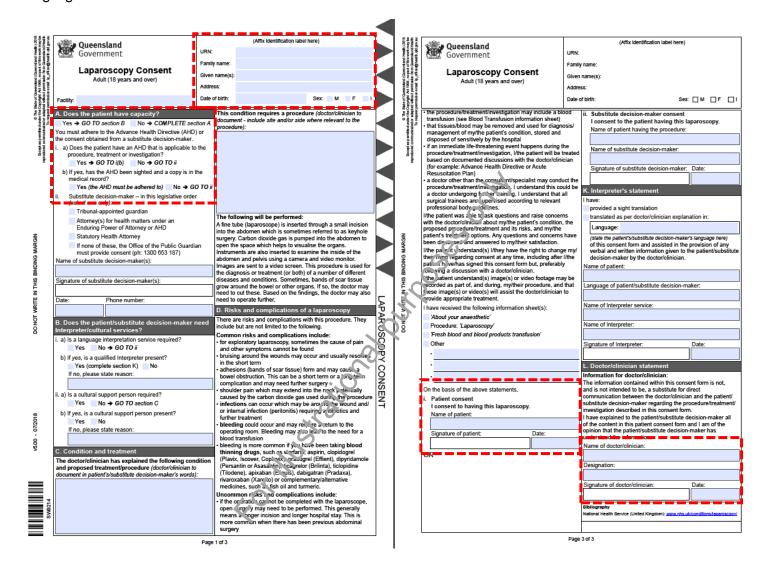


For Queensland Health staff, please go to QHEPS for further information on the Perioperative Patient Record Pathway.

4. Procedure Informed Consent Form

Procedure Informed Consent Form

The tools incorporate key questions to audit patient identification in the informed consent form, as highlighted below.



Further information can be found at Queensland Health Informed Consent Website: http://www.health.qld.gov.au/consent/

We recognise and appreciate that there may be gaps in the scope and questions included in these tools, however, as the audit tools are a constant 'Work in Progress', future versions will build upon the existing scope and questions, and incorporate staff feedback and suggestions for improvement.

Patient Safety and Quality Improvement Service, Clinical Excellence Queensland, welcomes feedback on the audit tools and the measurement plans, to ensure the tools meet the needs of Queensland Health facilities. We appreciate any feedback you can provide for the next version.

Please email Patient Safety and Quality Improvement Service on mars@health.qld.gov.au for feedback or comments.

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