

GOAL:	Improving readiness of emergency equipment	
TIME FRAME:	1/06/2023	ongoing
MEASURE:	Improve current readiness of emergency equipment and implement process of reviewing	
STARTING POINT: Background information Initial discussion	<ul style="list-style-type: none"> - Review and stocktake all current emergency equipment to comply with 5th edition AGPAL Accreditation standards - All medical and electronic equipment to be tested for safety and tagged appropriately by an external company. - Implement a process of annually testing all equipment and recording appropriately. - Staff meeting and brainstorm to engage team in conversing about emergencies that may arise and action planning - Staff training in equipment and emergency action plans - Emergency Action plan and equipment to be reviewed annually for suitability to clinic. 	
IMPROVEMENT IDEA: Engage team Brainstorm ideas Decide which idea	<ul style="list-style-type: none"> - Better storage and easier access of equipment - Emergency drill practise for equipment and exiting of building - More training of emergency equipment 	

Step One: Consider the Change Management

<p>WHY will we do this?</p> <p>What difference will it make?</p> <p>Understand the depth of the team's motivation to overcome the problems as they arise, complete the change and sustain the change. The stronger the motivation, the greater your likelihood of success.</p> <p><i>See QI starters for more information</i></p>	<p>Importance of doing this</p> <p><i>See QI starters for more information</i></p> <p>Team Score</p> <p>/10</p>
<p>What difference will this idea make to patients?</p> <p>A safer premises with staff that are highly trained in emergencies.</p>	
<p>What difference will this idea make to clinicians?</p> <p>This will give clinicians more comfort in knowing their staff are trained for emergency situations and can help with emergency medical equipment where applicable therefore creating a less stressful environment for the doctor.</p>	<p>Confidence we will succeed</p> <p><i>See QI starters for more information</i></p> <p>Team Score</p> <p>/10</p>
<p>What difference will this idea make to the practice?</p> <p>Higher quality standards of staff and emergency training , providing a safer secure environment.</p> <p>Annual checks to ensure safety and standards are continually met.</p>	

<p>What difference will this idea make to the health system?</p> <p>Safer clinics and common standards to ensure all patients and staff.</p>	

Step Two: Planning-Testing-Analysing

	PLAN THE TEST	RUN THE TEST ON A SMALL SCALE	ANALYSE RESULTS AND COMPARE AGAINST YOUR PREDICTION
START TESTING	<p>Who will do what, when and by when?</p> <p>Team meeting to discuss how to implement</p> <p>What data, who and how to collect?</p> <p>Admin to collect:</p> <p>Equipment required to meet standards</p> <p>Equipment register and identification</p> <p>Testing reports</p>	<p>Start date of test</p> <p>1/06/2023</p> <p>End date of test</p> <p>ongoing</p>	<p>Results</p> <p>Team to be trained in emergency equipment and action plans with annual checks of equipment and refreshers in training</p> <p>ready for roll out</p>

	PLAN THE TEST	RUN THE TEST ON A SMALL SCALE	ANALYSE RESULTS AND COMPARE AGAINST YOUR PREDICTION
ROLLOUT TO BUSINESS AS USUAL	<p>Who will regularly do what, when and by when? How will you maintain your improvement (what is your plan B if staff are on leave, etc)?</p> <p>Admin to Review and stocktake all current emergency equipment to comply with 5th edition AGPAL Accreditation standards Admin to organise All medical and electronic equipment to be tested for safety and tagged appropriately by an external company. Implement a process of annually testing all equipment and recording appropriately. Staff meeting and brainstorm to engage team in conversing about emergencies that may arise and action planning Staff training in equipment and emergency action plans Emergency Action plan and equipment to be reviewed annually for suitability to clinic.</p> <p>What data will you collect to review your progress?</p> <p>Annual reports from external testing companies. Staff feedback on safety training and emergency equipment Quarterly meetings reviewing emergency equipment</p>		
	X MONTH REVIEW DATE: JUNE 2023		