


WORKING TIME DIRECTIVE

NHS  
National Workforce Projects



## Module 10 Workshop 5 Planning Patient Safety into your projects

Pilot Development Day  
Delivering Patient Safety in your Projects


1<sup>st</sup> February 2008

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## Incorporating Patient Safety into your project activities - example

Project Step	PS Objective(s) / Deliverable(s)	PS Activity
<b>Setting objectives</b>	<p><b>Objective:</b> Patient Safety needs to be explicit in the project's goals / objectives</p> <p><b>Deliverables:</b> Patient safety is written into the projects publishes objectives and there is a measurable Patient Safety goal</p>	<b>Nothing additional</b> – part of developing the project's objectives
<b>Understanding the current situation</b>	<p><b>Objective:</b> To understand today's Patient Safety risk level; to know today's most significant sources of Patient Safety risk and their causes; to know today's key Patient Safety risk control / contingency measures</p> <p><b>Deliverables:</b> Today's Patient Safety risk profile; today's Patient Safety risk controls</p>	<p>Accessing /collecting and analysing Patient Safety data (as would be undertaken for other performance measures of importance)</p> <p>Undertaking a Patient Safety risk assessment</p>
<b>Designing new ways of working</b>	<p><b>Objective:</b> To design out / minimise current Patient Safety risks; to ensure the patient safety risks for our solution are acceptable</p> <p><b>Deliverables:</b> A solution with an acceptable Patient Safety risk level; no unintentional new patient Safety risks introduced; or unintentional degrading of key Patient Safety risk control / contingency measures</p>	<p>As part of the normal design activities, including improved risk prevention, control and contingency strategies</p> <p>Patient Safety risk assessment (to provide assurance)</p>
<b>Pilot, evaluate and refine</b>	<p><b>Objective:</b> To demonstrate that the solution delivers an acceptable level of safety for patients</p> <p><b>Deliverables:</b> Patient safety performance data / information from the pilot; (if needed) improvements to the solution's design</p>	<p>Collecting and analysing Patient Safety data (as would be undertaken for other performance measures of importance)</p> <p>(If needed) the normal design refinement activities to include refinements which better prevent patient safety risks and improve risk control and contingency measures</p>
<b>Implement</b>	<p><b>Objective:</b> To ensure that during the change process Patient Safety risks continue to be managed</p> <p><b>Deliverables:</b> An implementation (change process) where the risk to patients are acceptable</p>	Implementation process risk assessed for Patient Safety
<b>Monitor and improve</b>	<p><b>Objective:</b> To demonstrate and maintain a solution that delivers an acceptable level of safety for patients</p> <p><b>Deliverables:</b> Patient safety performance data / information; (if needed) improvements to the solution's design</p>	<p>Collecting and analysing Patient Safety data</p> <p>Corrective actions as required</p> <p>Return to normal risk management activities</p>

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## Workshop instructions

- Individually or with colleagues working on the same NHS NWP projects / in the same Trust plan:
  - How you are going to address Patient Safety in your project
  - What you are going to do to ensure that your future NHS NWP (and other projects) address Patient Safety
  - Other actions you think are important to take forward



## Workshop 5 worksheet a

Project step	My Patient Safety actions



### Workshop 1 worksheet a

Project step	My Patient Safety actions
Setting objectives	
Understanding the current situation	
Designing new ways of working	
Pilot, evaluate and refine	
Implement	
Monitor and Improve	



### Workshop 5 worksheet b

	My Patient Safety actions
Ensuring my future NHS NWP (and other projects) address Patient Safety	
Other actions	