



Incorporating Patient Safety into your project activities - example

Project Step	PS Objective(s) / Deliverable(s)	PS Activity
<div style="background-color: #003366; color: white; padding: 5px; text-align: center; font-weight: bold;">Setting objectives</div>	<p>Objective: Patient Safety needs to be part of the project's goals / objectives Deliverables: Patient safety is written into the projects published objectives and there is a measurable Patient Safety goal</p>	<p>Nothing additional – part of developing the project's objectives</p>
<div style="background-color: #003366; color: white; padding: 5px; text-align: center; font-weight: bold;">Understanding the current situation</div>	<p>Objective: 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 Deliverables: 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) Undertaking a Patient Safety risk assessment</p>
<div style="background-color: #003366; color: white; padding: 5px; text-align: center; font-weight: bold;">Designing new ways of working</div>	<p>Objective: To design out / minimise current Patient Safety risks; to Assure the patient safety risks for our solution are acceptable Deliverables: A solution with an acceptable Patient Safety risk level; no unintentional new patient Safety risks introduced; no 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 Patient Safety risk assessment (to provide assurance)</p>
<div style="background-color: #003366; color: white; padding: 5px; text-align: center; font-weight: bold;">Pilot, evaluate and refine</div>	<p>Objective: To demonstrate that the solution delivers an acceptable level of safety for patients Deliverables: 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) (If needed) the normal design refinement activities to include refinements which better prevent patient safety risks and improve risk control and contingency measures</p>
<div style="background-color: #003366; color: white; padding: 5px; text-align: center; font-weight: bold;">Implement</div>	<p>Objective: To ensure that during the change process Patient Safety risks continue to be managed Deliverables: An implementation (change process) where the risk to patients are acceptable</p>	<p>Implementation process risk assessed for Patient Safety</p>
<div style="background-color: #003366; color: white; padding: 5px; text-align: center; font-weight: bold;">Monitor and improve</div>	<p>Objective: To demonstrate and maintain a solution that delivers an acceptable level of safety for patients Deliverables: Patient safety performance data / information; (if needed) improvements to the solution's design</p>	<p>Collecting and analysing Patient Safety data Corrective actions as required Return to normal risk management activities</p>