

February 12, 2016

## *Cleaning Redesign Training*



*Environmental Services Staff involved in the newly redesigned OR cleaning process*

On the morning of February 9<sup>th</sup>, Environmental Services staff from both campuses learned the newly redesigned OR cleaning process. In an effort to standardize how an OR is cleaned across both campuses, the OR Turnaround SOP team broke down the cleaning process and rebuilt it from the ground up during the Cleaning Design Session on January 15<sup>th</sup>.

The new process defines clear roles and responsibilities for each Environmental Services staff member, which will reduce duplication of work and missed

items. The new cleaning process will be trialed for four weeks with weekly meetings to review data and feedback. Although the redesigned process is a large change from the norm, the staff members are excited to try something different!

## *Reducing Variation Through Implementation of a Standard Layout for Patient Charts*

Last year, during a Surgical In-Patient Standardized Unit SOP Project Team mapping session, it was identified that the divider tabs in patient charts required a refresh. The mapping session identified the need for clear guidelines around the type and sequence of forms within each section, this would help frontline care providers by decreasing the amount of time spent looking for patient information amongst the various chart sections.

Project team members have been working with their partners in Medicine and Mental Health at both Metropolitan and Ouellette campuses to create one standard layout for patient charts. Input from nurses, allied health and physicians has been collected over the last couple of months and incorporated into the new design. Plans to roll-out the new layout are underway this month!

Have a great weekend!!

The SOP Team

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*Refreshed charts with instructional tabs!*