



# Compliance to Safe Injection Practice Audit E-form pilot

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## Background

The "Compliance to Safe Injection Practice" audit is an initiative monitoring the three common nursing procedures:

1. Administration of Intravenous, Intramuscular, or Subcutaneous Medication
2. Capillary Blood Glucose Monitoring
3. Venepuncture / Cannulation

The initial effort saw hardcopy audit forms rolled out, and a framework for weekly reporting to Nursing Managers and Directors was established. Stakeholders included the Nursing Leadership, Nurse Clinicians, Nursing Safety champions, and administrative staff in Nursing Safety & Quality.

The benefits realized from the observational audit included:

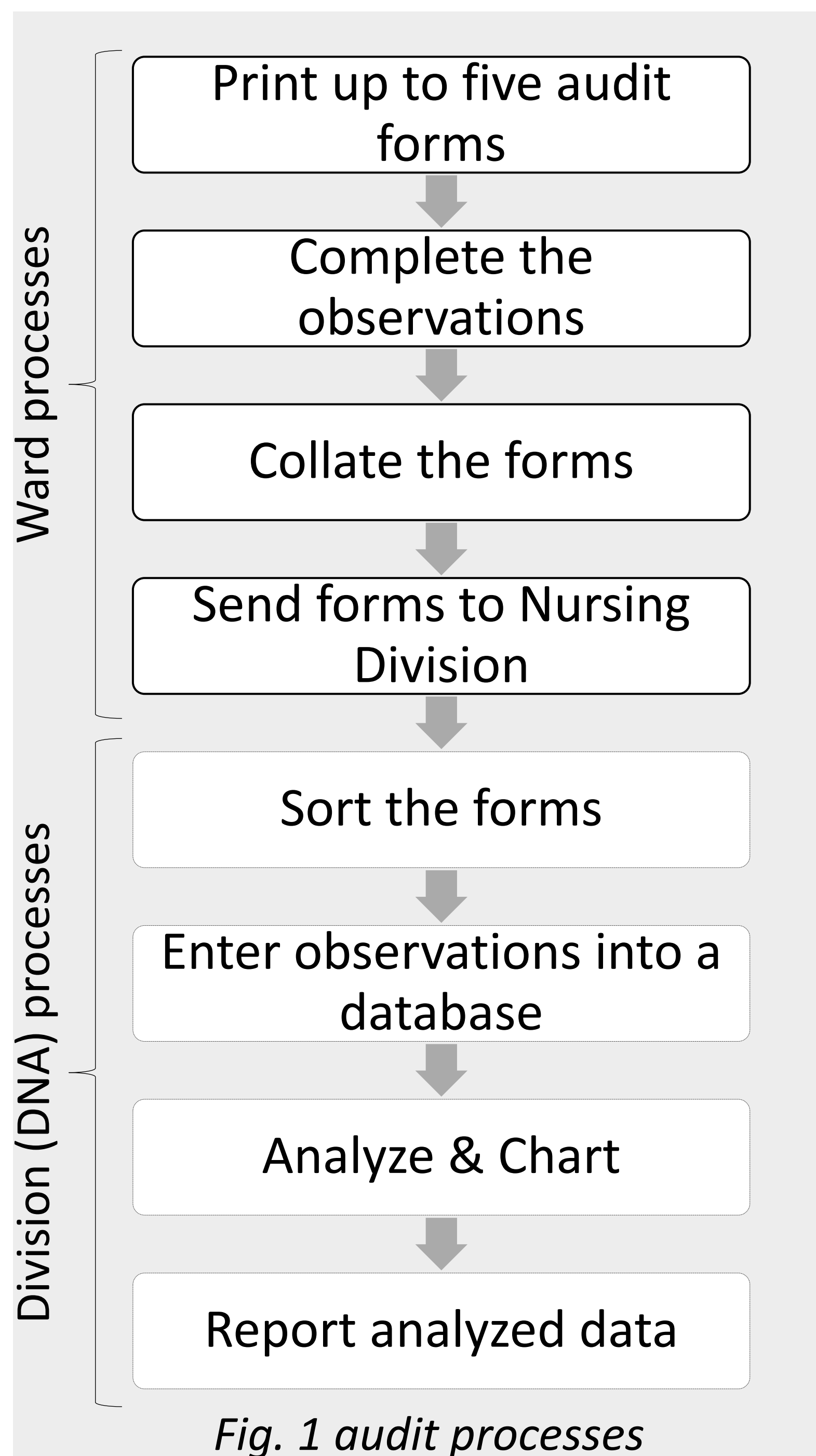
1. Proactive monitoring and benchmarking for early intervention strategies
2. Providing opportunities for data analyses, early identification of trends, and potential hotspots
3. Opportunities for correction and teaching at the time of the audit

Over time, the audit became a common practice across departments and units hence administrative and logistic demands ballooned proportionally. There was therefore a need to streamline existing processes for efficiency and long-term sustainability.

## Problem

An estimated 55 clinical areas completed up to 5 observations a day. The flowchart in *fig.1* shows the typical processes that took place from printing of the forms, up to reporting of the data.

The largest problem to be tackled was the sheer volume of audits being done, requiring processing: **up to 1,925 per week!**



Additional feedback from stakeholders taken into consideration were:

- Inaccuracies in statistics being reported to leaders related to:
  - illegible, lost, or defaced forms
  - partially completed forms
  - audit forms being in transit at the time of data entry/analysis

## Goals / Targets

1. To reduce the number of lost forms to zero within one month.

2. To improve the performance and documentation of the audit such that all forms are completed as required within six months.

3. To eliminate the process of transcribing written audit data into excel within six months so that more efforts may be focused on producing meaningful analysis.



## Implementation Plan

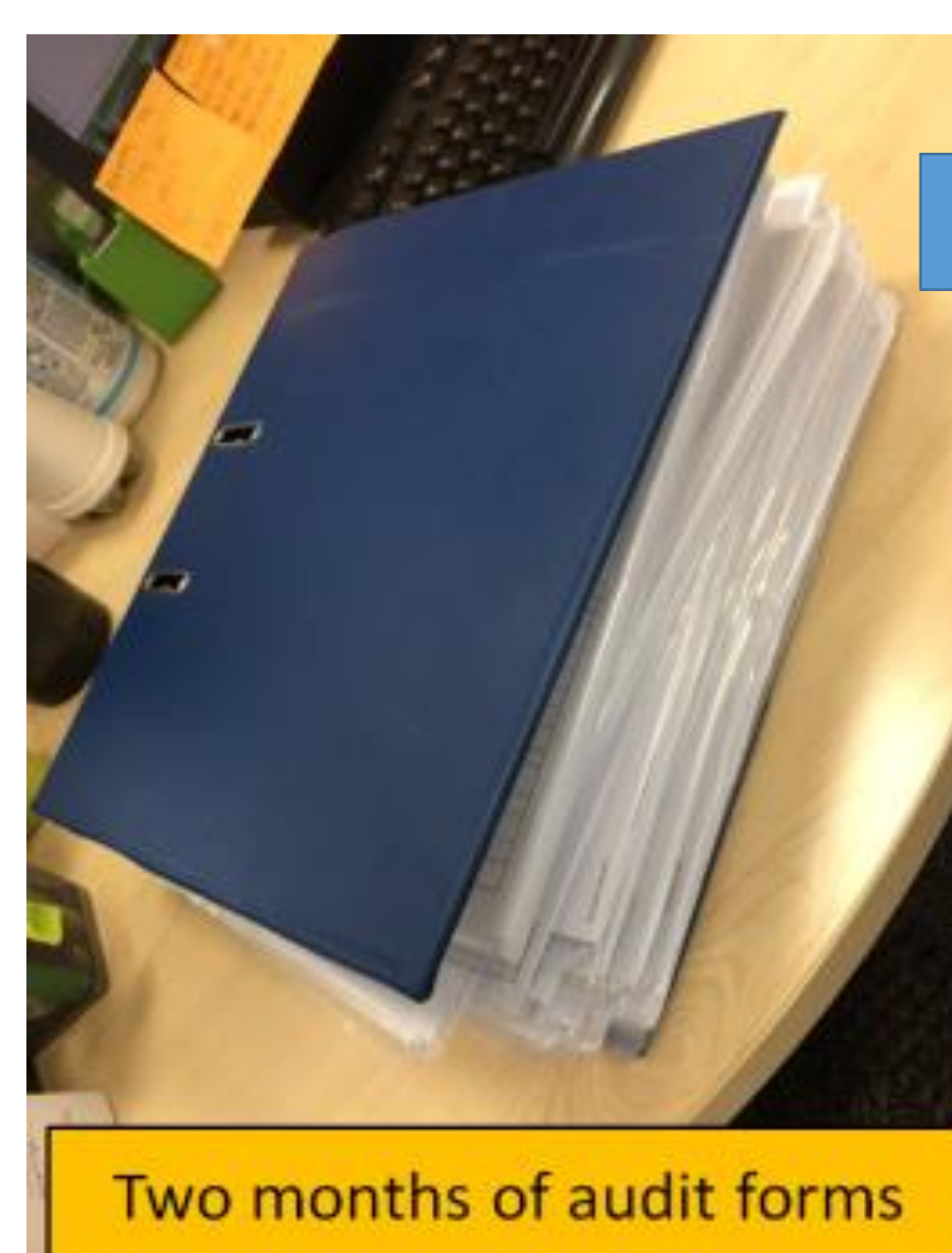
| S/N | Implementation Plan                                      | Responsible        | Date Initiated |
|-----|--|--------------------|----------------|
| 1   | Design an online audit form with attached user guide     | Joshua, Kelly, Ivy | 28/02/17       |
| 2   | Pilot the implementation                                 | Joshua             | 15/03/17       |
| 3   | Collate feedback, fine-tune, and adjust to as necessary  | Ivy, Joshua        | 16/03/17       |
| 4   | Obtain approval and initiate hospital-wide roll-out      | Joshua             | 03/04/17       |
| 5   | Explore further automation of charts & live dashboard(s) | Joshua             | 07/04/17       |

## Results Achieved

- ✓ Data loss due to illegible, lost, or defaced forms has been reduced.
- ✓ Mandatory fields have eliminated incomplete form submission.
- ✓ Hours saved on transport, transcription, and filing of hardcopy audit forms.

HARD COPIES

ONLINE FORM



Two months of audit forms

