Audit on Bedside Procedure Safety in a Regional Hospital of Hong Kong

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Introduction
The risks of wrong patient identification, wrong procedures and wrong site / side can lead to serious adverse results for patients undergoing with Invasive Bedside Procedures. Pursuant to HA Safety Policies and GIA’s recommendations, HKEC formed a Working Group on Interventional & Bedside Procedures Safety Policies Implementation to further assure Bedside Procedure Safety. Cluster Standard Operating Procedure (SOP) on Bedside Procedure Safety with a Standard Safety Checklist was developed. It comprises three safety checking phases including “pre-procedure”, “team time-out”, “post-procedure” for invasive bedside procedure requiring informed consent. The SOP has been fully implemented in HKEC since May 2013. An evaluation audit was thus employed to ascertain staff compliance to the SOP.

Objectives
Evaluate the compliance to the HKEC Standard Operating Procedure on Bedside Procedure Safety and identify area for improvement.

Methodology
The compliance audit was conducted in PYNEH on 26 May 2014. In order to recruit more samples, extended phase of audit was performed from 13 Aug – 18 Aug 2014. Retrospective review of the medical record was conducted for patients who underwent seven types of invasive bedside procedures which required informed written consent within the period from Oct 2013 – Dec 2013. Seven audited procedures included Chest Tapping, Chest Drain Insertion, Central Line Insertion (with the Use of Guide Wire), Abdominal Tapping, Bone Marrow Biopsy, Joint Aspiration and Lumbar Puncture. Prior to the dates of audit, a list of patients was drawn from Clinical Data Analysis and Reporting System (CDARS). One out of five
patients of each procedure was randomly selected from the list, and the medical records were retrieved for audit.

**Result**

Ultimately, a total of 50 medical records among seven bedside procedures were successfully audited. The audit revealed that the compliance with the requirements of HKEC SOP of Bedside Safety by using the safety checklist and going through three safety checking phases was 90%. Discrepancies and incompleteness on the documentation on safety checklist and informed consent was found that driving for further improvement. Through the implementation of SOP, the safety checking steps have been laid down to enhance patient safety with correct patient identification and correct site / side during performing invasive bedside procedures.