

## Safe Surgery NZ Programme DHB Observational Auditor Training Session Guide

**Time: Half Day Training (4 hours)**

**Workshop Overview:**

Observational auditor training will enable raters to provide data required as part of mandatory auditing for the Health Quality & Safety Commission from 2015. The Quality Safety Marker (QSM) being measured will be the effective team engagement when conducting the paperless surgical safety checklist during OR procedures. The workshop will focus on understanding the role of the auditor, inter-rater reliability and proficiency in the rating tools.

<b>Session Resources:</b>	
<b>Location</b>	Seminar Room
<b>Seating</b>	6–10 : Small group seating with tables if possible
<b>AV/IT</b>	Data projector with <b>good video and audio</b> Internet access for online use of the rating tools
<b>Materials</b>	Presentation and Videos Butchers Paper and marking pens White board and markers Audit tools Evaluation Forms

<b>Objectives/Aims</b>	<b>By the end of this session participants will be able to:</b>			
	<ol style="list-style-type: none"> <li>1. Identify the elements of auditor's role.</li> <li>2. Understand research terminology relating to auditing.</li> <li>3. Understand the rating process for the paperless surgical safety checklist.</li> <li>4. Apply a specific rating tool correctly to gather data.</li> </ol>			
<b>Pre-assessment</b>	<i>Each participant to have access to the online auditing tool.</i>			
<b>Setting the Scene</b>  25 min	<b>Time</b>	<b>Facilitator Activities</b>	<b>Learner Activity</b>	<b>Session Resource</b>
	5	Introductions and housekeeping		PPT
	10	Icebreaker – auditing experience with the checklist	Share personal experience	Small group activity with discussion
	20	Surgical Safety Checklist Audit – evolution, purpose and local results		PPT Format/Resources

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	10	Review Auditing tool	Demonstrate features	Question and answer time
	20	Introduction to Auditing Practical application	Video as demonstration to discuss application of the audit tool	Video Library Rating Tools Numbered cards 1-7
	40	Application of Audit tools with video clips x 3	Watch and rate each video of - Sign In - Time Out - Sign Out Discussion on decisions and variations in ratings	Video Library Rating Tools Numbered cards 1-7
Break	15 minutes			
	15	Terminology related to research and auditing Selection Process	Discuss bias, case selection and/or exclusion Challenges identified earlier in the day	PPT
	50	Application of Audit tools with video clips x 3	Watch and rate each video of - Sign In - Time Out - Sign Out Discussion on decisions and variations in ratings	Video Library Rating Tools Numbered cards 1-7
	15	Review auditing process and address concerns	Experiences from trained auditors, results	PPT
	20	Application of Audit tools with video clips x 3	Watch and rate each video of - Sign In - Time Out - Sign Out Discussion on decisions and variations in ratings	Video Library Rating Tools Numbered cards 1-7
<b>Summary/ Closure 5 min</b>	Summary and evaluation forms			

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Training Resources	Author	Link
Observational Audit Presentation PPT	CHMSE, UoA	
Videos: Selection of expert rated videos: (as per below) Sign In Time Out Sign Out	CHMSE, UoA	
Observational Audit Tool (App)	Safe Surgery NZ	<a href="https://safesurgerynz.qualityhub.co.nz/app/">https://safesurgerynz.qualityhub.co.nz/app/</a>

References/Articles
National Ethics Advisory Committee. 2012. <i>Ethical Guidelines for Observational Studies: Observational research, audits and related activities</i> . Revised edition. Wellington: Ministry of Health.
Weller J, Cumin D, Torrie J, et al. 2014. Multidisciplinary operating room simulation-based team training to reduce treatment errors: a feasibility study in New Zealand hospitals. <i>New Zealand Medical Journal</i> 128(1419): 40–51.
Cumin D, Boyd MJ, Webster CS, et al. 2013. A systematic review of simulation for multidisciplinary team training in operating rooms. <i>Simulation in Healthcare</i> 8(3): 171–179.