

**Adverse events shared learning tool**

This tool is for sharing learning from events that are not otherwise reported to the Health Quality & Safety Commission under the National Adverse Events Reporting Policy.[[1]](#footnote-1) Such events include:

* near miss events with a high potential for causing serious harm
* adverse events rated SAC 3 or 4 where there is value for national learning
* system issues that should be alerted at a national level.

We encourage health and disability service providers to complete the shared learning tool following review of the above events and send completed reports to us (email below). The Commission will combine lessons learnt from different events and share those lessons, in a way that is not identifiable, via Open Books and other learning platforms.

We store securely all information you share with us. We contact organisations for permission before we publish any shared learning. There is no identifiable information, relating to individuals and organisations, on anything that is published.

Contact adverse.events@hqsc.govt.nz with any questions, feedback or completed reports.

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| The shared learning tool is intended for information-sharing with the Health Quality & Safety Commission. It can be modified for information-sharing within the reporting organisation (including with involved consumers and whānau) *as long as organisational privacy and consent policies and processes are followed.* |

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| **Organisation:** |  |
| **SAC rating (or near miss):[[2]](#footnote-2)** |  |
| **Event code:[[3]](#footnote-3)** |  |

**What happened?**

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| *Brief description of the event, including consumer age, gender and ethnicity, and outcome for the consumer* |

**What did we learn?**

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| *What went well and what did not go well, considering both the event itself and the management of the event* |

**What changes are we making?**

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| *Any recommendations from review of the event and actions planned or undertaken* |

1. The National Adverse Events Reporting Policy 2017 is available at: [www.hqsc.govt.nz/our-programmes/adverse-events/publications-and-resources/publication/2933](http://www.hqsc.govt.nz/our-programmes/adverse-events/publications-and-resources/publication/2933). [↑](#footnote-ref-1)
2. See Appendix A of the National Adverse Events Reporting Policy 2017. [↑](#footnote-ref-2)
3. See Appendix C of the National Adverse Events Reporting Policy 2017. [↑](#footnote-ref-3)