

NEAR MISS AND SAFETY EVENT REPORTING DOCUMENTATION/PROOF OF FOR SPRINGFIELD BASED TRAINEES

MMC and SIU HealthCare

MMC & SIU will provide quarterly reports directly to the GME office, who will enter this information into New Innovations. You do not have to provide anything to your program for submissions made into MMC or SIU SENSOR systems.

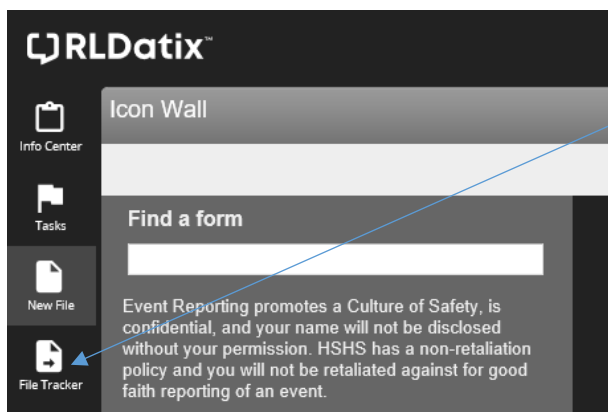
Most Commonly Used:



(Bias Reporting)

St. John's

After you have logged into the IRIS system and completed a file, choose the File Tracker icon on the lower left:



Take a screen capture of your *File Tracker* by pressing the *Print Screen (PrtScr)* button on your keyboard. Open a word document and paste the screen print. Print the word document or send it as an email attachment to the program director. Do not paste the screen captures directly into an email.

Make sure there is not any confidential or personal health information on the screen captures.

Some examples of reportable safety events are:

Workplace violence (i.e. verbal or physical abuse, aggressive behavior)

Code response issues (i.e. elevator didn't work, equipment not available, ACLS protocol not followed)

Procedure issues (i.e. something missing or didn't work, specimen labeled incorrectly)

X-ray done on the wrong person or put in the wrong chart

Technology issues (i.e. order entry, confusing order sets)

Delays in collections or results

Transport issues (i.e. patient transferred w/o ordered oxygen)

Access or security concerns (i.e. narcotics not secured, patient elopements or wander off floor)

Pharmaceutical errors (i.e. Orders not followed... problem prone areas)

If it doesn't look or feel right, report it.