

Guiding Principles Check List

Visibility of Patients to Staff

Comments: _____

Have you incorporated this principle into your department design?

- Yes
- No

Standardization

Examples: ED Common Equipment
Same Room Design
Standardization of Gases

Comments: _____

Have you incorporated this principle into your department design?

- Yes
- No

Automate Where Possible

Examples: Bar Coding Medications
Tube System/Delivery of Materials
Dumb Waiter/Elevator Adjacencies
Centralized Scheduling
Bedside Registration
Materials Management Software
Future Electronic Medical Record
Future Electronic Physician Order Entry
Future Filmless Radiology
Nurse Call System

Comments: _____

Have you incorporated this principle into your department design?

- Yes
- No

Scalability, Adaptability, Flexibility

Examples: Expansion plans, if needed. Ability to remodel easily.

Comments: _____

Have you incorporated this principle into your department design?

 Yes No**Immediate Accessibility of Information, Close Proximity to the Patient**Comments: _____

Have you incorporated this principle into your department design?

 Yes No**Noise Reduction**Examples: Carpet
No Overhead PagingComments: _____

Have you incorporated this principle into your department design?

 Yes No**Patients Involved with Care**

Examples: Bedside Computers

Comments: _____

Have you incorporated this principle into your department design?

 Yes No

FMEA of Departments and Department Rooms
Risk analysis and risk reduction recommendations
Comments: _____

Have you incorporated this principle into your department design?

- Yes
- No

*Education to be provided

Design for Vulnerable Patient
Design around the vulnerable part of a person's stay.
Comments: _____

Have you incorporated this principle into your department design?

- Yes
- No

Human Factor Review
Examples: Equipment design relates to human behavior to minimize error
Is room designed so mistakes are eliminated or minimized
Comments: _____

Have you incorporated this principle into your department design?

- Yes
- No

• Education on concepts to be provided

Minimize Fatigue
Comments: _____

Have you incorporated this principle into your department design?

- Yes
- No

Precarious Events

Examples: Operative/Post-Op Complications/Infection
 Inpatient Suicides
 Correct Tube-Correct Connector-Correct Hole
 Deaths Related to Surgery at Wrong Site
 Oxygen Cylinder Hazard
 Events Relating to Medication Errors
 Deaths of Patients in Restraints
 Transfusion Related Events
 Patient Falls
 MRI Hazards

Comments: _____

Efficient

Have we designed to most effectively use staff time? Are we duplicating functions between departments?

Comments: _____

Have you incorporated this principle into your department design?

- Yes
 No

Healing Environment

Examples: Noise Reduction
 Calming Environment
 Lighting
 Viewing Nature
 Connection to Nature

Comments: _____

Have you incorporated this principle into your department design?

- Yes
 No

Advanced Technology

Examples: Staff Friendly

Do we have equipment & technology that maximizes safety?

Comments: _____

Have you incorporated this principle into your department design?

Yes
 No

List Major Processes Assumptions as Part Of Design

Identify Changes from Current Processes (How/What Other Departments Are Affected)

Design Assumptions:

Separation of public/patient/service traffic

On stage, off stage concept

Breakrooms for geographic areas, not department specific