



Service Priorities and Programmes Electronic Presentations

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PRE-PRINT NOTES FOR COLONOSCOPY DAY CASES

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Introduction

Every week, over 20 patients are admitted to RHTSK surgical unit for colonoscopy. With recruitment of new nursing staffs and frequent rotation of frontline medical staffs, additional time and manpower have been added on supervising newcomers on admission and management. To maintain quality of care, ascertain proper documentation and ensure patient safety, an idea of providing pre-print management note for colonoscopy day admission cases was generated.

Objectives

S – Standardization on management and documentation A – Assessment completeness F – Friendly to use E – Enhance legibility of documentation T – Time efficiency Y – Young-to-follow: an example for juniors on proper documentation

Methodology

5/2015 Setting up of the working group from experienced nursing and medical staffs
5/2015 Design and ready for setting up of the Pre-Print Notes template draft
5/2015 Introduction of the Pre-Print Notes to staffs 6/2015 Propagation for the use of the preprint patient notes and receive comments and feedbacks 6/2015
Trial run in Pre-Print Notes with refinement 7/2015 Implementation 12/2015
Design staff satisfaction survey Satisfaction survey was distributed with data collection 12/2015 Evaluate compliance rate Evaluate whether objectives were met

Result

All frontline nursing and medical staffs who had pilot use of the notes were invited to complete the satisfaction survey. 37 nursing staffs and 10 medical staffs were involved (respond rate: 87 %). The reduction of time use for documentation is significant. Doctors' documentation time has reduced by 83.3% (from 90 seconds to 15 seconds). While for nurses, the documentation time has been reduced by 76.1% (from 105 seconds to 25 seconds). More than 80% of staffs believe that the Pre-print patient notes is user-friendly (89.3%), Improve standardization of treatment and management (92%), and improve legibility (92%) For the completeness of

documentation and order, the use of the Pre-print notes helps improvement by 33.3% (from pre-use: 66.6% to post-use: 100%) Around 60% of staffs strongly supported the use of Pre-Print Notes in the future while around 30% remains neutral towards it.