



Doing today's work today

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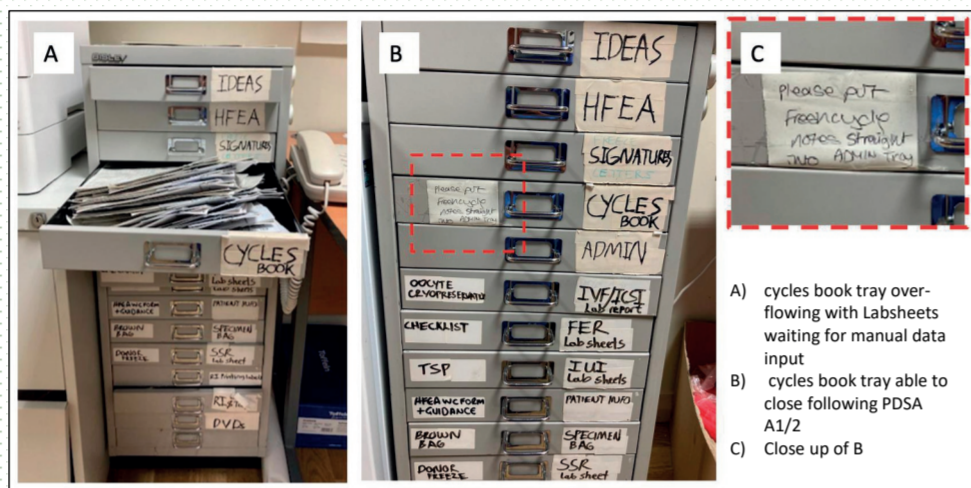


Introduction

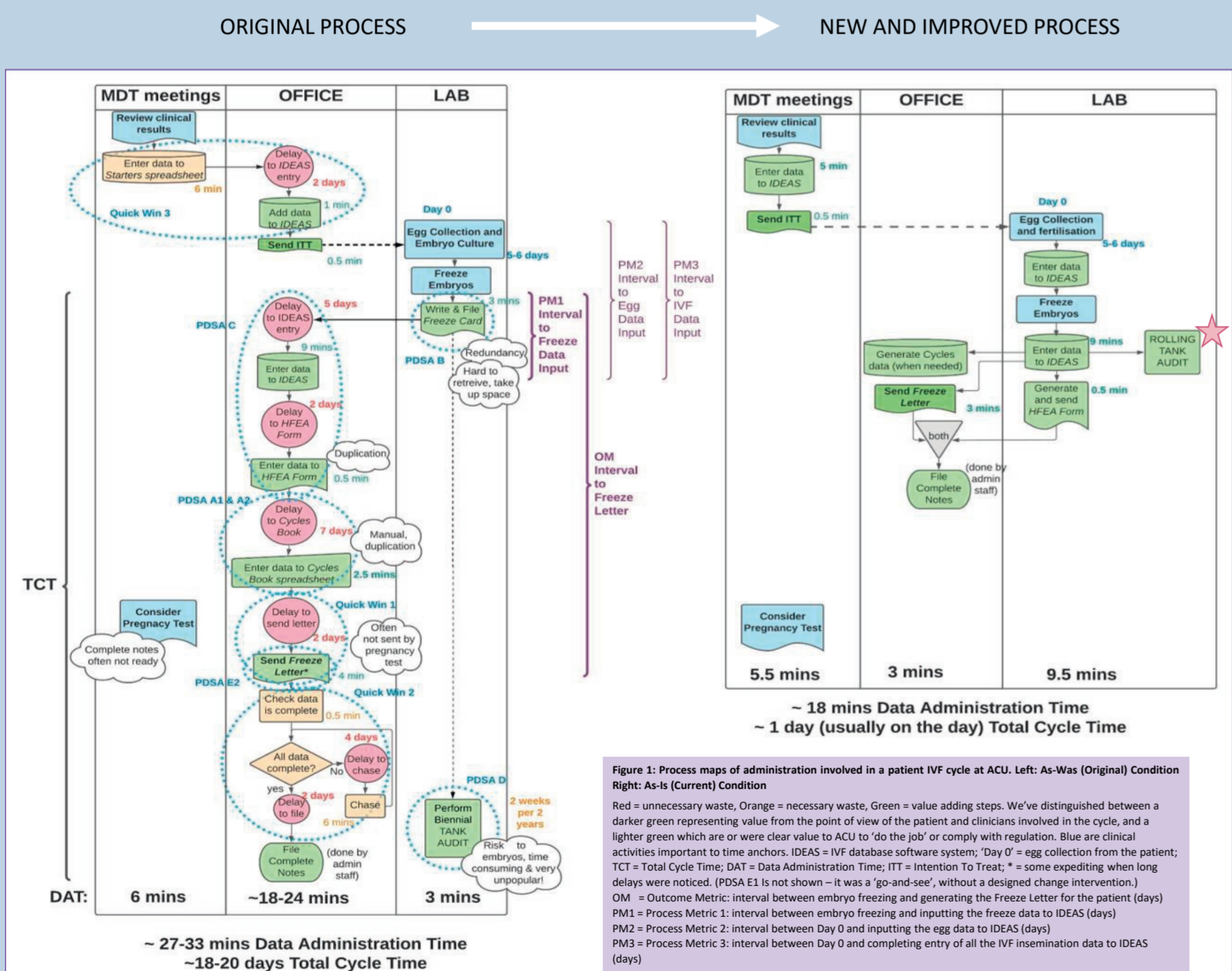
- Quality improvement project submitted for HSST module
- AIMS: to improve efficiency of embryology admin tasks by reducing waste
- Admin tasks included:
 - adding data to IDEAS [1], updating an embryology spreadsheet, sending 'freeze letters' to patients
 - Completion of admin was taking 17 days+
 - We spent around 30 mins per patient on admin tasks
 - We used Plan Do Study Act (PDSA) to tackle each part of the process [2]

Methods

PDSA A1 & A2: ARCHIVE 'THE CYCLES BOOK'	
Plan	Questions to be answered by test. what will we measure? predicted answers.
Do	What went wrong? What happened that was not part of the plan?
Study	Complete analysis of data. Summaries what was learned, include results of predictions
Act	What decisions were made from what was learned? What will be the next cycle?



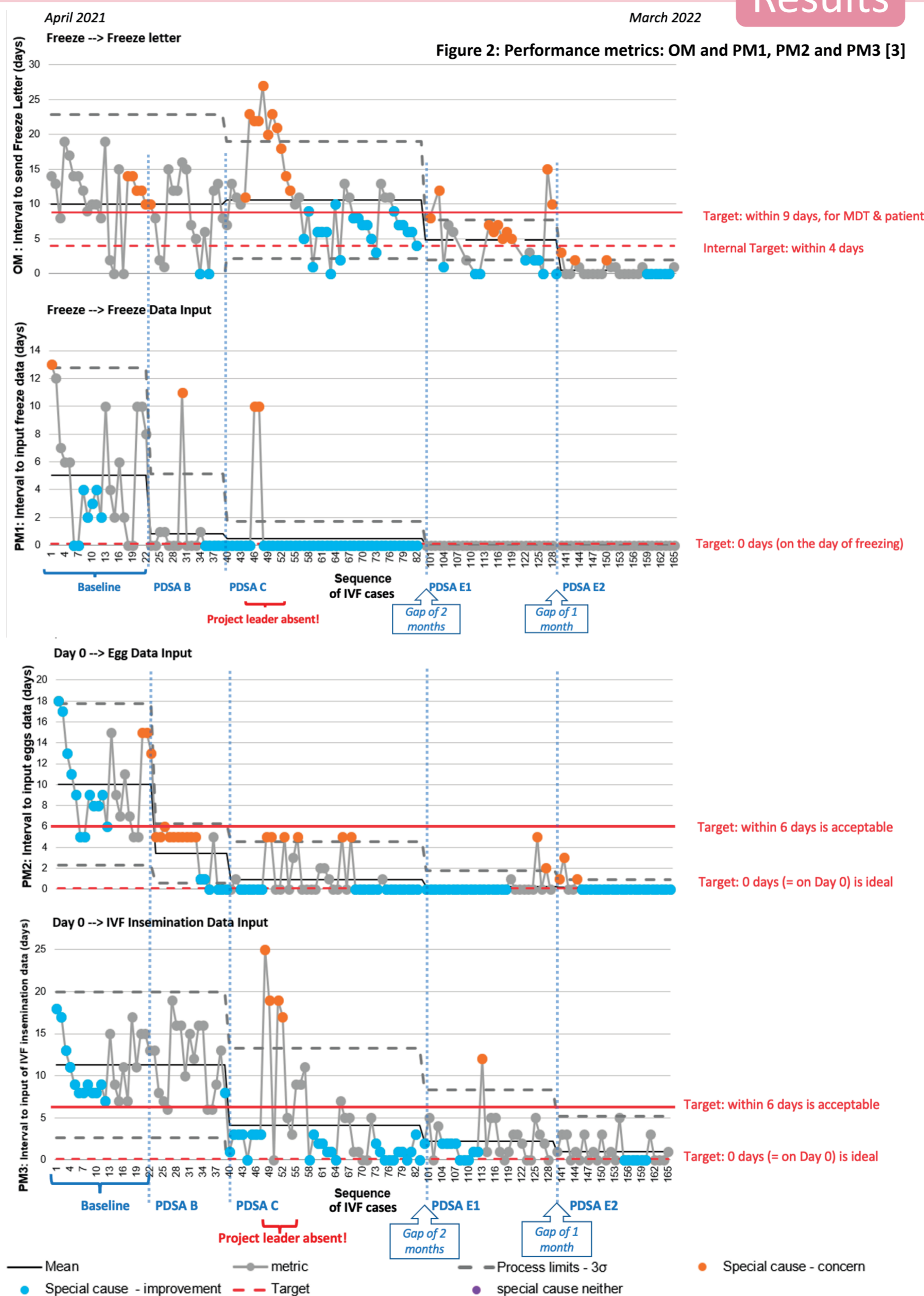
Process Mapping



- References**
- Mellowood Medical. IDEAS v.6. 2020. <https://mellowoodmedical.com>
 - Sheffield MCA. Sheffield Microsystem Coaching Academy.2021. www.sheffielddmca.org.uk
 - NHS England. Statistical process control tool. 2021. www.england.nhs.uk/statistical-process-control-tool

- Admin completed within 0 or 1 days (TCT)
- Admin per patient reduced to around 18 minutes (DAT)
- Data now always available for MDT
- Redundant duplicate steps removed (paper and spreadsheets)
- Switch from a tedious two-yearly storage tank audit to a more agreeable and safer rolling audit.

Results



Discussion

- SWITCHED TO A ROLLING AUDIT = MAJOR WIN! ☆
- Introduced a new approach to quality improvement
- And research!

- A full year of data collection (slow process)
- Easier access for all staff to patient records

Lessons and limitations

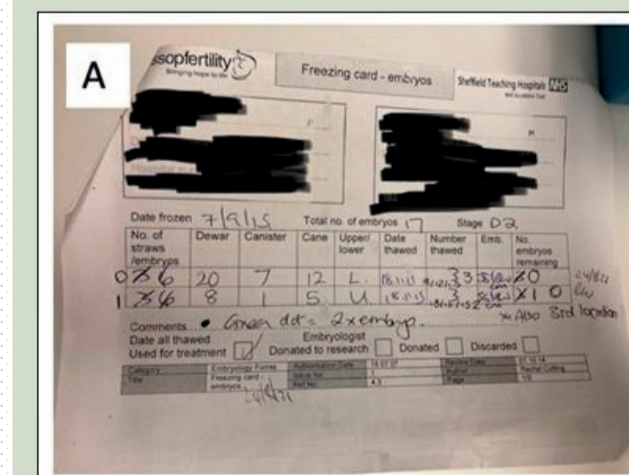
- Changing culture is difficult!
- Impact of the pandemic
- Difficult to measure progress

Future projects

- Apply principal to other areas of admin
- Work across team boundaries

PDSA B: ARCHIVE 'THE FREEZE CARDS'

- a paper-based freeze card filled in for every frozen cycle
- the filing system for the freeze cards. Cards are left for filing at the weekend by support staff
- Screenshot of the IDEAS system now used to locate frozen embryos



Freeze date	Contents	Day	Notes	Expiry date	Next Invoice
28-08-2021	1 Embryo	5	Expanded blastocyst (4AA)	28-08-2031	N.A.
28-08-2021	1 Embryo	5	Expanded blastocyst	28-08-2031	N.A.

Location: 7 - Embryos\CANISTER@CANE10\UPPER
2: Purpose: Cryo for patient use Expanded blastocyst (4AA)

- All admin tasks 'project metrics' completed reliably within target as shown by SPC chart [3]
- Patient letters sent on time
- Freeze data always available for the MDT
- Used these metrics to justify implementation of rolling audit.