

## **Project Title**

Improve Safety Of Use Of Splinting Pans

## **Project Lead and Members**

Project lead: Priscilla Chan

Project members: Pamela Lee, Qiu Huaying

## **Organisation(s) Involved**

Ng Teng Fong General Hospital

## **Aims**

To eliminate the incidences of overheating the empty splinting pans.

## **Background**

See poster attached/ below

## **Methods**

See poster attached/ below

## **Results**

See poster attached/ below

## **Lessons Learnt**

Work processes can be adjusted to reduce human errors. Simple visual cues can be used to effectively facilitate work processes.

## **Conclusion**

See poster attached/ below

## **Project Category**

Care & Process Redesign

**Keywords**

Care & Process Redesign, Quality Improvement, Safety, Ng Teng Fong General  
Hospital, Splinting Pans, Cleaning

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# IMPROVE SAFETY OF USE OF SPLINTING PANS

MEMBERS: PRISCILLA CHAN, PAMELA LEE, QIU HUAYING  
OCCUPATIONAL THERAPY, REHABILITATION

- SAFETY
- PRODUCTIVITY
- PATIENT EXPERIENCE
- QUALITY
- VALUE

## Define Problem/ Set Aim

### Opportunity for Improvement

The Occupational Therapy department houses 7 splinting pans in both Tower A & Tower B that requires frequent cleaning and maintenance on a weekly basis.

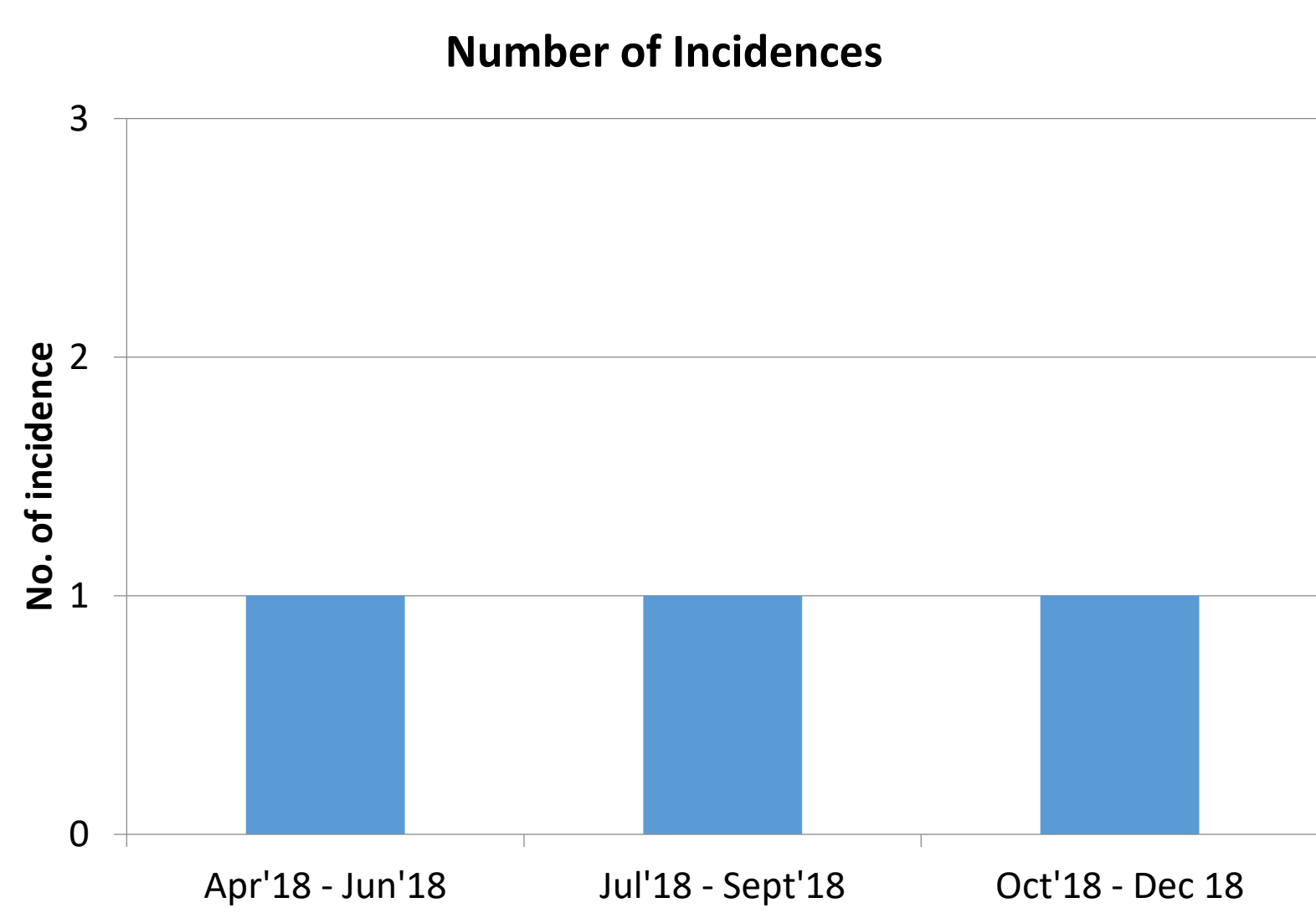
There has been multiple episodes where the water drainage valve remained open after refilling the splinting pan with clean water, resulting in overheating of the empty splinting pan which could potentially lead to fire safety issues if left unnoticed.

### Aim

By reviewing the work process of cleaning the splinting pan, we hope to eliminate the incidences of overheating the empty pans.

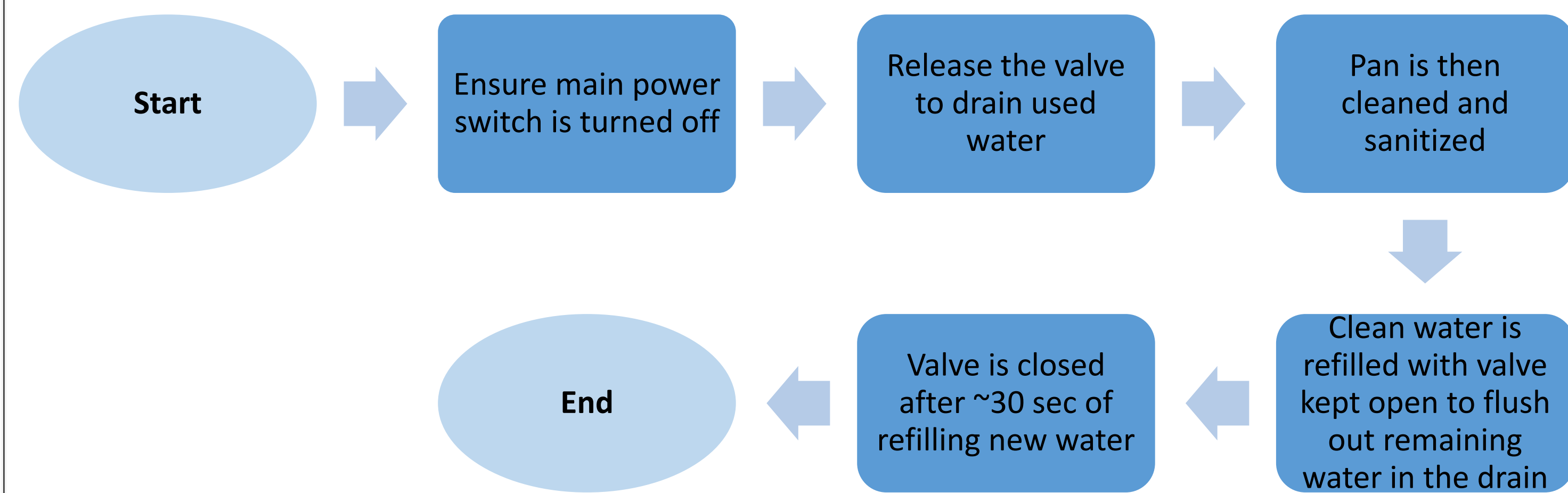
## Establish Measures

No. of incidences of overheating from March 2018 – Dec 2018

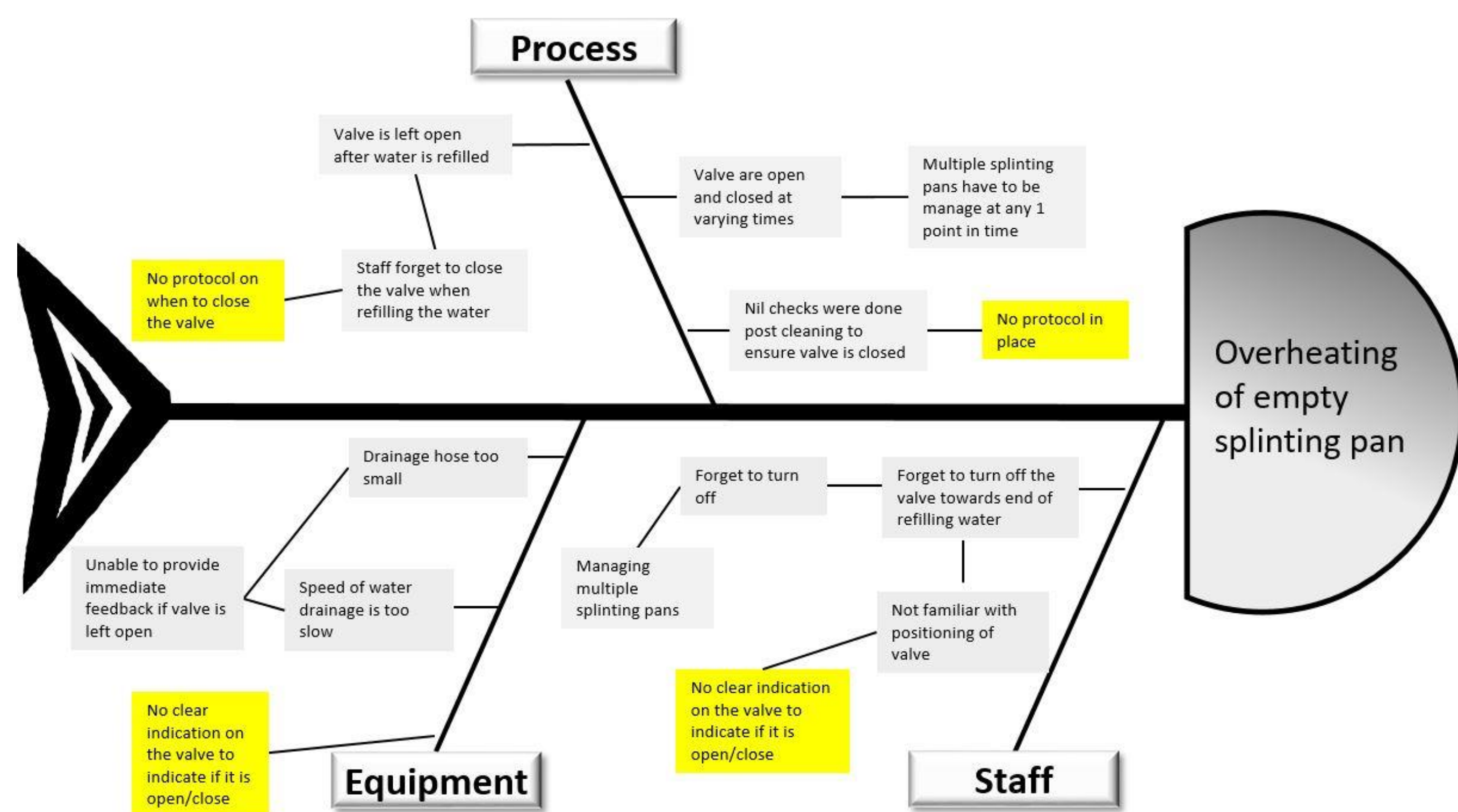


## Analyse Problem

### Current work Process



### Probable Root Causes

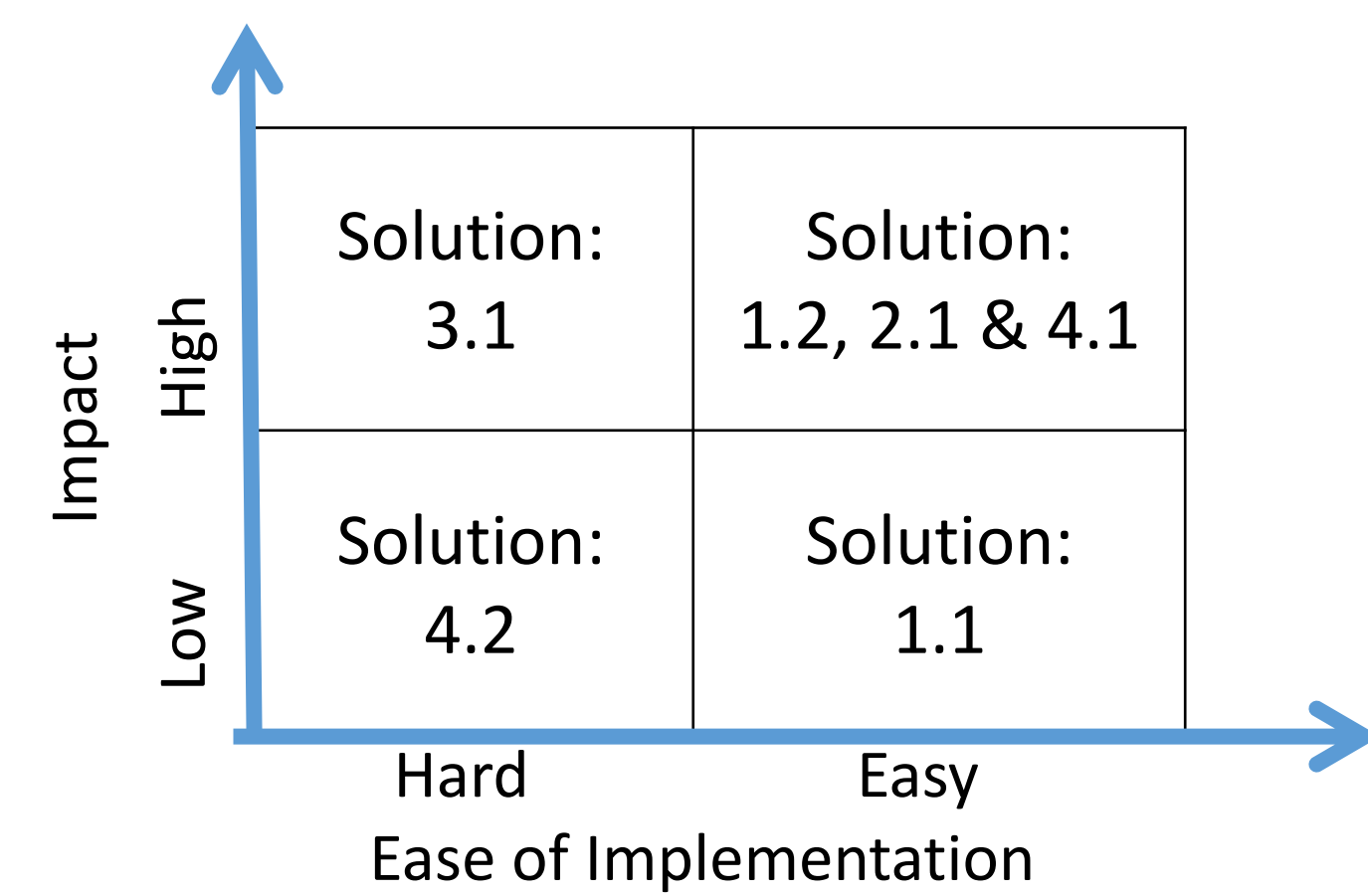


### Main Root Causes:

1. Nil indication on splinting pan to indicate if the valve is open or close
2. No protocol in place to ensure safety checks are done

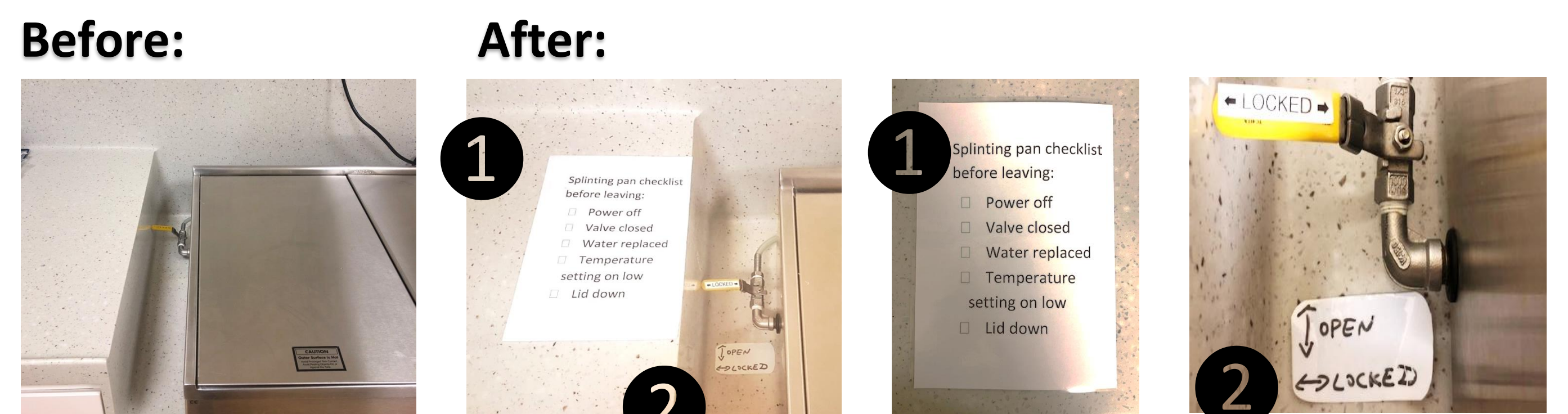
## Select Changes

Root Causes	Potential Solutions
1. Managing multiple splinting pans at 1 time . Multiple work processes involved at the same time	1.1 Only refill 1 splinting pan each time 1.2 Provide cleaning safety checklist for each splinting pan
2. No clear marking on positioning of valve	2.1 Place marking on splinting pan for clear indication when valve is unlocked
3. Drain flow is not significant	3.1 Change drainage hose
4. Staff may be unfamiliar with positioning of valve	4.1 Provide cleaning safety checklist for each splinting pan 4.2 Do more extensive training for staff



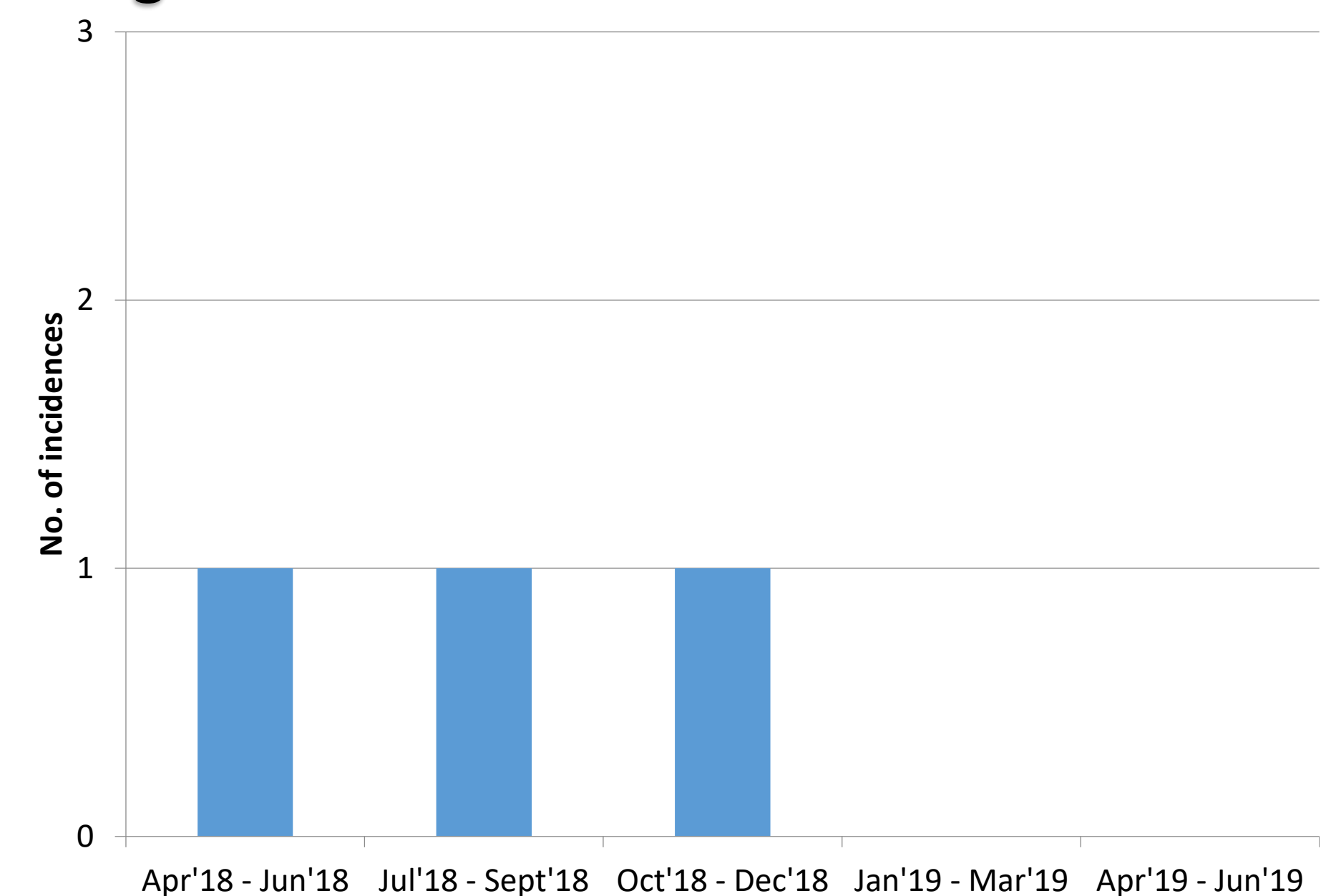
## Test & Implement Changes

### What was done:



Feedback given by the staff: Checklist and visual cues provided a timely reminder to ensure all safety checks are in place for each cleaning session

### Monitoring of Changes:



## Spread Change/ Learning Points

- Work processes can be adjusted to minimize room for human errors
- Simple visual cues can work effectively to facilitate work processes
- Moving forward: The team will continue to monitor the effectiveness of such visual aids in equipment-based work processes and consider review of other work process