Failure Mode and Effects Analysis Workshop

PROGRAMME

09.00	**Registration**

Welcome and introductions

Representative of the healthcare organization
Healthcare Quality Quest workshop leader

An introduction to FMEA — *Benefits of failure mode and effects analysis and ways to look at risks*

Brief presentation

How to identify and assess areas of potential avoidable risk to patients — *A more focused way to concentrate on minimizing risk*

Brief presentation
Participants identify and rate processes, situations or events that could present avoidable risk to patients

10.45	**Break**

11.00 **How to analyse key systems or processes and find where and how a system or process can fail — *Clarifying the right systems or processes and predicting where they could break down***

Brief presentation
Participants analyse systems or processes that could present avoidable risk to patients
Participants identify what could go wrong in a system or process

12.30	**Lunch**

13.30 **How to judge the significance of system or process failures — *Which failures are the most important to prevent***

Brief presentation
Participants judge the consequence and likelihood of system or process breakdowns, events or situations and find those of 'significant' risk

How to find the cause of a breakdown that represents a serious risk to patients — *What causes system or process breakdowns*

Brief presentation
Participants use techniques to find root causes of breakdowns in clinical systems or processes

15.00	**Break**

15.15 **How to select the right actions to prevent an incident — *Strategies for acting on the findings of analysis***

Brief presentation
Participants decide on actions to implement to eliminate or reduce the possibility of incidents occurring relating to the high-risk area of practice

Planning the way forward

Participants plan how to carry forward the work carried out in the workshop

16.30	**Workshop evaluation and adjourn**

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