

Tool for Guided Learning and Discussion

One of the most important and valuable ways to prevent adverse events is to learn from them by proactively discussing information from previous events or other communication sources (e.g. Patient Safety Learning Advisories, ISMP Newsletters, recalls and alerts, news articles, Manitoba Health, etc.). *See instructions for use on page 2.*



Date of discussion: _____ **What was reviewed:** _____ **Type of Meeting/Forum:** _____

E.g. PSLA, newsletter, etc. Attach copy of what was reviewed to this form.

Pose the question: Can this happen here?

Yes No Possibly

What are we already doing to prevent this from happening here?

Have you implemented something that's working really well that you'd like to share with the region?

Have the Director/Manager/Team Lead forward this completed form to the Patient Safety Coordinator(s) to share the great work being done in the region!

What could we do to improve?

If this a Patient Safety Learning Advisory from a critical incident in Southern Health-Santé Sud, refer to #4 in Instructions for Use on the back of this form.

Steps/actions to be taken:	Assigned to:	Date completed:

Instructions for Use:

1. Complete form recording:
 - Date of discussion
 - What was reviewed
 - Type of meeting/forum
2. Read the item being reviewed with team/group/attendees
3. Reflect on the discussion by asking: Can this happen here? What are we already doing to prevent this from happening here? Have you implemented something that's working really well that you'd like to share with the region? Have the Director/Manager/Team Lead forward this completed form to the Patient Safety Coordinator(s) to share the great work being done in the region!
4. If reviewing a Patient Safety Learning Advisory of a critical incident that occurred in Southern Health-Santé Sud, an implementation status update of the recommendations can be provided by contacting the Patient Safety Coordinator(s), if required.
5. Discuss what could be done to prevent a similar event from happening by asking: What could we do to improve?
6. Discuss and record specific steps/actions that will be taken, who it has been assigned to (e.g. one person, or a group, etc.), and the date it was completed (if appropriate).
7. Attach the Tool for Guided Learning and Discussion to meeting minutes to track guided learning and safety improvements being made within your department/unit/program.