**ISSUE:**
Pre-anaesthesia process starts with delay

**BACKGROUND**
Surgeon works from morning until evening
Nurse should wait for confirmation from surgeon to prepare OT list
Most of OT lists are ready after 5 pm

**CURRENT CONDITION**

![process diagram](image)

**PROBLEM ANALYSIS**
1. Sometimes OT list is not printed
   Why? The OT list is not ready to print
   Why? Some of the patients name is not confirmed yet
   Why? Surgeon does not confirm the patient name for surgery
   Why? Surgeon is still busy in OT
   Why? Nurse also is not available to inform the anesthetist
2. Anesthetist goes more than once to see nurse at counter to collect OT list
   Why? Anesthetist is not sure about time for approved OT list
   Why? OT list is not ready the time anesthetist comes to collect
   Why? Surgeon has not confirm OT list yet
   Why? Surgeon is still busy in OT
3. Another Anesthetist came to do pre anesthesia
   Why? The assigned anesthetist came and the list was not ready so he went away to do another work
   Then, the anesthetist did not know another anesthetist came and collected the form
   Why? Nobody notify him that another anesthetist did the physical check up

**TARGET CONDITION**

TO Clinical Director
HOD anesthesia
DATE July 2011

Anesthetist Nurse arrange with anesthetist to collect form
Patient information entered to ICIP
Nurse work station

**COUNTERMEASURES**
1. Number of pre-anaesthesia list modifications
2. Number of list cancellation
3. Number of new emergency list

**IMPLEMENTATION PLAN**

<table>
<thead>
<tr>
<th>What</th>
<th>Who</th>
<th>Duration</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inform staff about target condition</td>
<td>HOD anesthesia</td>
<td>0.5 hour</td>
<td>Reduce transportation waste</td>
</tr>
<tr>
<td>Education of the staff</td>
<td>Clinical Director</td>
<td>0.5 hour</td>
<td>Learn new process and work with ICIP</td>
</tr>
<tr>
<td>New workflow implementation</td>
<td>HOD anesthesia</td>
<td>1 working day</td>
<td>Remove waiting and transportation waste</td>
</tr>
</tbody>
</table>

**FOLLOW UP**

| Cost | $$
| Man/hour | $$$
| Benefit | $$$
| Reduce waste time of anesthetist | Intangible benefit
| Improve time to patient care | Intangible benefit

**TEST**
Monitor attendance of staff in training
Monitor the new workflow and participant in new process which includes anaesthetist, nurse and surgeon
Review the run chart for time, steps and number of list modification, cancellation and emergency list