

■ BRIEFING – Before administration of moderate sedation

- All team members introduce themselves

- Anesthesia and monitoring equipment safety check completed
 - Oxygen & Suction available
 - Pulse oximetry, BP, RR, HR, & LOC

- Patient information confirmed
 - Identity (2 identifiers)
 - Consent
 - Procedure
 - Clinical documentation
 - History, physical, labs, biopsy and ultrasound

- Special precautions
 - eg. MRSA

- Review final test results
 - pregnancy test results, if applicable

- Allergies

- Medications
 - Antibiotic prophylaxis

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- Surgeon(s) review
 - Specific patient concerns, critical steps, and special instruments or implants

- Nurse (s) review
 - Specific patient concerns, sterility indicator results and equipment / implant issues

■ PAUSE / TIME OUT – Before speculum insertion

- “Does anyone have any other questions or concerns before proceeding?”

■ DEBRIEFING – Before patient leaves procedure room

- Surgeon reviews with team
 - Procedure
 - Important intra-operative events

- Nurses review with entire team
 - Volume of normal saline used for uterine distention (if applicable)
 - Important intra-operative events

- Specimen labeling and management

- Equipment Malfunction? Action taken?

- Changes to post-operative destination?

- Could anything have been done to make this case safer or more efficient?

Hand-off to RR