

Daily Patient Safety Huddles with Clinical Assistant

What is a daily patient safety huddle?

A daily patient safety huddle is a **10-15 minute meeting** of the care team to prepare for upcoming, scheduled office visits.

Executed well, daily huddles help coordinate and empower the care team with the support and knowledge to:

- **Make the day run more smoothly** with better preparation and fewer surprises.
- **Close gaps in care and meet quality management objectives** to keep high-risk patients out of the hospital.
- **Increase patient satisfaction** by making the most of patient visits.

Setting up huddles

Schedule regular times, places, and roles where each care team can meet **daily** ahead of scheduled appointments. When planning daily huddles, teams should make use of:

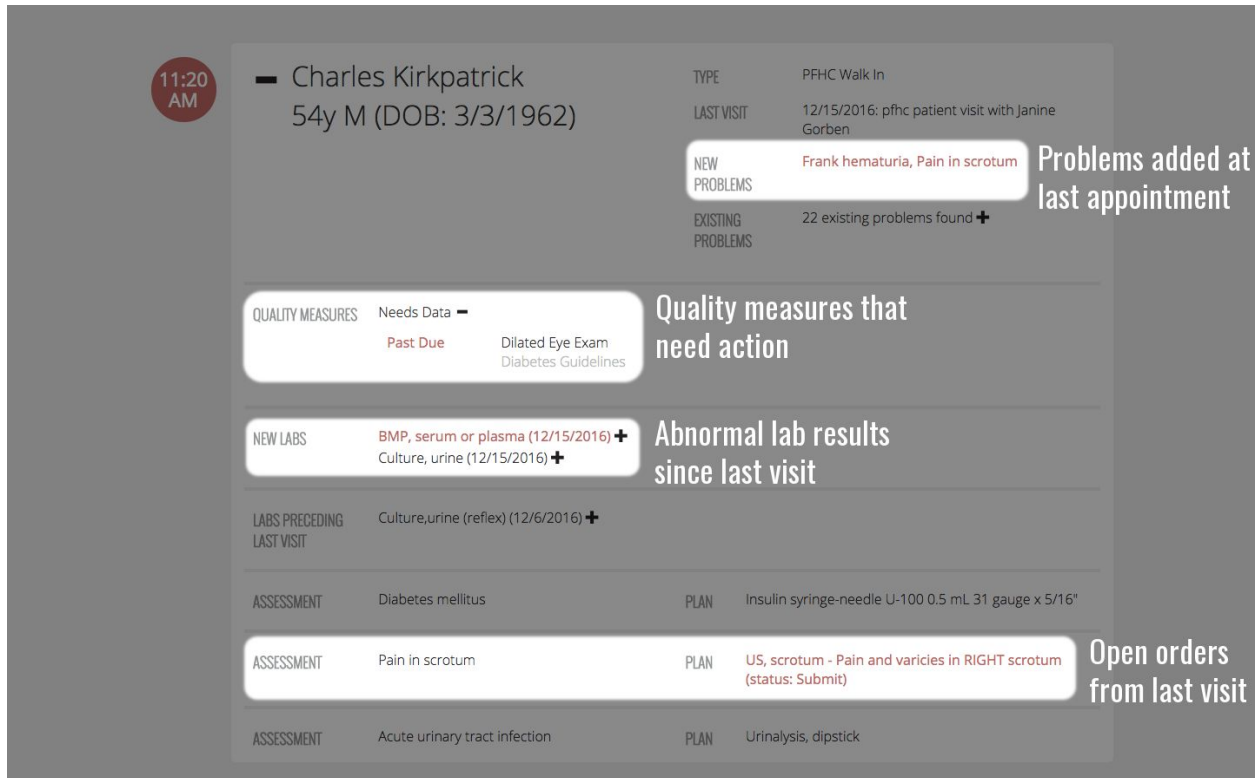
- A **regular time** when everyone in the care team can attend ahead of scheduled office visits.
- A **quiet place** near a computer where a member of the care team can easily access Clinical Assistant and email.
- A **huddle leader** to walk the team through the upcoming appointments.

Using the Clinical Assistant Daily Digest Report

The daily digest report from Clinical Assistant will arrive in your email at the time administrative staff has designated ahead of your huddle. It is designed to **save staff time on manual chart review** as well as standardize what is covered by drawing attention to items in **red** that may deserve extra attention.

Use the **green push pin buttons** in the digest to add reminders directly **to the chart**.

Example Clinical Assistant Daily Digest Report



11:20 AM

Charles Kirkpatrick
54y M (DOB: 3/3/1962)

TYPE: PFHC Walk In
LAST VISIT: 12/15/2016: pfhc patient visit with Janine Gorben

NEW PROBLEMS: Frank hematuria, Pain in scrotum
EXISTING PROBLEMS: 22 existing problems found +

Quality measures that need action
QUALITY MEASURES: Needs Data -
Past Due: Dilated Eye Exam, Diabetes Guidelines

Abnormal lab results since last visit
NEW LABS: BMP, serum or plasma (12/15/2016) +
Culture, urine (12/15/2016) +

LABS PRECEDING LAST VISIT: Culture,urine (reflex) (12/6/2016) +

ASSESSMENT	PLAN
Diabetes mellitus	Insulin syringe-needle U-100 0.5 mL 31 gauge x 5/16"
Pain in scrotum	US, scrotum - Pain and varices in RIGHT scrotum (status: Submit)
Acute urinary tract infection	Urinalysis, dipstick

Problems added at last appointment

Open orders from last visit

Pay special attention to the items highlighted in **red**, particularly items the care team can readily take action on (such as quality measures and open orders).