In-situ Drills Preparation Checklist

Preparation

☐ Identify a date and time to conduct simulation
☐ Identify the specific individuals for participation:
  ☐ Assign facilitator(s)
  ☐ Assign debriefer(s)
  ☐ Ob/Gyn Department Staff
  ☐ Ob Nursing Staff
  ☐ Rapid Response Team (if applicable)
  ☐ Anesthesia Staff
  ☐ NICU/Pediatrics
  ☐ Ancillary services (as applicable for the scenario)
    ☐ Laboratory
    ☐ Blood bank
  ☐ Simulation technician (if applicable)
☐ 2 - 4 weeks prior: confirm participation of identified departments and individuals
☐ 1 week prior: schedule meeting with participants to discuss logistics/case flow/debrief flow
☐ 1 day prior: call/remind ancillary staff of potential calls day before drill
☐ 1 day prior: assign participants into groups and develop alternation schedule (if applicable)
☐ 1 day prior: set up simulator with simulation technician (if applicable)

Day of Simulation

☐ Run simulation drill(s)
☐ Conduct debrief
☐ Debriefers schedule post-drill meeting with Ob/Gyn leadership
☐ Debriefers complete and return:
  ☐ Facility Protocol Change Form
  ☐ In-situ Drill Feedback Form

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For more information visit AIM's website at www.saferbirth.org

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