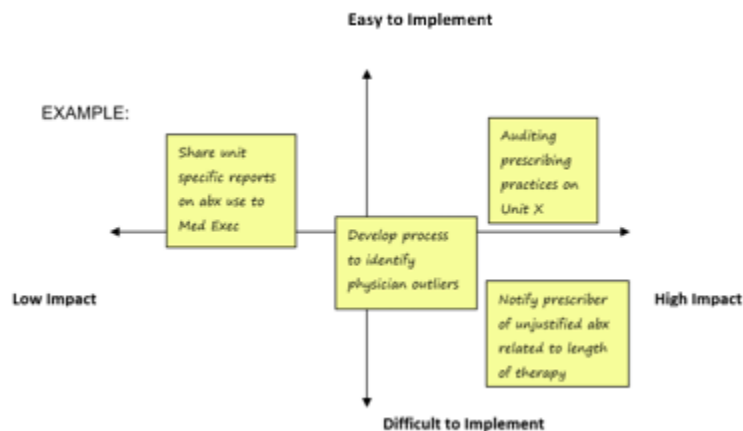


Planning an Intervention Job Aid | ADE Prevention

1. **Print your ADE data** from QBS or the Patient Safety Comparison Report. Contact [Meg Kilcup](#) if you do not have access to your ADE data for anticoagulants, opioids or hypoglycemic events.
2. **Gather a team** dedicated to reduce ADEs in your hospital setting. This can be as small as a two-person team. The more multi-disciplinary, the more effective for planning, buy-in, implementation and sustainability.
3. **Identify areas with the most opportunity** for improvement.
4. **Review and discuss any available root cause analysis** of the events.
5. **Review the available Safety Action Bundles** ([Anticoagulants](#), [Opioids](#), [Hypoglycemics](#)) to identify potential areas of opportunity for process improvement to reduce harm.
6. **Team brainstorm possible solutions or interventions** for the assigned category using the Intervention Planning Template available. **Brainstorming Instructions:**
 - For each identified category, create ideas as a team and record each on a post-it note.
 - Draw a matrix on a white board or a flip chart easel as seen below.
 - Use it to assess feasibility of the post-it notes.
 - Take into consideration the evaluation of other factors, such as high-cost and low-cost.
 - A separate decision matrix can be used for each identified category.



7. **Determine which three improvement ideas to implement** within the next three months (or just one at a time per quarter).
8. **Complete a design plan** for a small test of change for each improvement idea (see the Intervention Planning Template).
9. **Develop and implement** a roll out plan for the adopted practice.
10. **Continue with each identified improvement idea** and Plan-Do-Change-Act as needed.