

# Workplan to Request additional information via a PA-PSRS Supplemental Data Form

## Background and Purpose

MCARE requires that healthcare facility Patient Safety Officers ensure the investigation of all reports of serious events and incidents, and that healthcare facility Patient Safety Committees evaluate those investigations and any actions taken by the Patient Safety Officer.

The Patient Safety Authority (PSA) leadership and staff formed a workgroup to identify how PSA might use information included in event investigations to improve advisement and recommendations to healthcare facilities.

Consideration was given to resources required by healthcare facilities to meet this requirement and PSA's ability to use the information in a meaningful way.

After receiving both verbal and written feedback from multiple stakeholders, PSA staff is proposing the following modification:

PSA will not request copies of the facility investigation, instead it will send a PA-PSRS Supplemental Data Form to facility patient safety officers to collect the additional information needed for meaningful analysis.

A sample PA-PSRS Supplemental Data Form is attached for reference.

## Focus

Requests for additional information will be limited to groups of events specific to Data Science and Research Team (DSRT) analyses and individual events identified through other PSA activities that are likely to enhance current knowledge and/or contribute to potential change in practice.

## Process

- Reports will be identified through various methods including data analysis by the Data and Science Research Team and the weekly high harm event review meeting.
- PSA staff will send the PA-PSRS Supplemental Data Form to facility patient safety officers via email for specific PA-PSRS reports and instructions will be provided on how to complete and upload the form into PA-PSRS.
- Facility patient safety officers/designee will upload the PA-PSRS Data Form within 10 business days or as otherwise requested by PSA staff. Individual events of a critical nature may require a more immediate upload and large numbers of investigations for data science and research projects may be given additional time.
- Information contained in the PA-PSRS Supplemental Data Form will be utilized as normal course of business by PSA staff including specific event reviews and larger analysis.