

## 10 Easy Steps for Implementing Patient Safety Leadership WalkRounds

1. Determine which senior leader(s) will be conducting the WalkRounds (e.g., CEO, COO, CNO, CFO, or member of the governing board). It is not necessary that the same senior leader conduct the WalkRounds each time.
2. Schedule 30 minutes for bi-weekly visits to staff on specified units.
3. Announce Patient Safety Leadership WalkRounds in your newsletter, on bulletin boards, in e-mail, etc. (see template).
4. Provide information to staff on *Silence Kills*, *Dialogue Heals*, and the HSAG ROSC Intervention Model.
5. Record a baseline of reported near-misses, events, and suggestions (e.g., Jan. 2007–April 2007).
6. Senior leader selects questions from the data collection form to ask staff (see Data Collection Form).
7. Senior leader writes responses and gives the form to the quality improvement (QI) manager for action, follow-up, and appreciation to staff (see Log for Monitoring Events, Near-Misses, and Suggestions).
8. Senior leaders and QI manager meet monthly for additional follow-up, monitoring, and actions for improvement.
9. E-mail a weekly update to HSAG’s ROSC Lead, Judith Richard, at [jrichard@azqio.sdps.org](mailto:jrichard@azqio.sdps.org).
10. Contact Judith Richard for assistance, if needed.

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