

What is changing?

The options available in the **Contributing Factors list** have been updated and expanded. Identifying contributing factors to a patient safety event or hazard can help us better understand how to make changes to reduce the chances the problem will occur again. A **link to examples** is now available to guide selection. And, the Contributing Factors field is now visible for Hazards as well as Patient Safety Events!

- Communication / documentation factors
- Education factors
- Equipment factors
- Fatigue factors
- Medication factors
- Patient factors
- Task factors (includes time urgency)
- Team factors
- Work environment factors
- Other factors



- Care provider factors (stress, fatigue, illness, inexperience, knowledge base, etc.)
- Communication factors (effectiveness of communication processes and systems, both written (documentation) and verbal)
- Education and training factors (access to correct, timely, appropriate education and training)
- Equipment and supply factors (availability, functioning and design of equipment and supplies)
- Management and leadership factors (availability, quality and efficiency factors, including patient scheduling and bed management)
- Medication and product factors (use, availability, labeling, packaging, design (e.g. look-alikes) of drugs, blood, oxygen, nutritional formula, etc.)
- Patient factors (complex physiology, communication difficulties, personality characteristics)
- Physical environment factors (layout of unit, fixtures, noise, lighting, temperature, distractions and interruptions)
- Policy and procedure factors (availability, clarity, consistency and quality)
- Resource and workload factors (support available, staffing level, level of activity and pressures on time)
- Safety culture factors (organizational values, beliefs and practices surrounding the management of safety, reporting and learning)
- Support services factors (adequacy and availability of pharmacy, medical imaging, laboratory, porters, IT, housekeeping, security, etc.)
- Task factors (new, unfamiliar, complex, monotonous, out-of-scope and unsupported tasks)
- Team factors (factors related to people working together, e.g. coordination, composition, skill mix, new team or member, team member missing)
- None identified
- Other

Why have these changes been made?

Review of current evidence and best practices in the area of contributing factors as they apply to patient safety has inspired us to update and enhance our list. A broader range of more detailed and specific options will provide us with better information, which can then be more effectively used to inform actions aimed at reducing risk, improving quality and enhancing safety for patients.

What do I need to know?

If you have been using the Contributing Factors list, please continue to do so, and take time to **explore the new options and review the examples**. If you haven't been a regular user, we encourage you to start to think about the factors that might have contributed to a patient safety event or hazard, to review the options in the drop-down list, and to check out the examples provided in the link.

To see your data, go to the Reports section of BCPSLS and look for the reports listed below.

To see the breakdown of **contributing factors for patient safety events or hazards**, select:

Bar chart – Contributing Factors – Patient Safety Events - All but Rejected – Select date range

Bar chart – Contributing Factors – Hazards – All but Rejected – Select date range

To see the breakdown of **contributing factors by both event type and category**, select:

Bar chart – Category – Contributing Factors – Patient Safety Events – All but Rejected – Select date range

Bar chart – Category – Contributing Factors – Hazards – All but Rejected – Select date range

If you are interested in the **role of handovers as contributing factors**, the following reports may help:

Pie chart – Handover involved? Patient Safety Events – All but Rejected – Select date range

Bar chart – Type of transition involved – Patient Safety Events – All but Rejected – Select date range

Where can I find more information?

Please contact your health authority BCPSLS Coordinator.