

Team STEPPS Universal Protocol 1-2-3

Non-OR Procedures

Step 1:

PRE-PROCEDURE VERIFICATION

Includes Proceduralist, All Team Members, and Patient
(as applicable)

- ◆ Patient ID confirmed by using two patient identifiers verifying full name and DOB
- ◆ Verify procedure
- ◆ Correct, position, side, and site are marked *(if applicable)*
- ◆ Safety precautions based on patient history (ex. Syncope, anticoagulation, allergies, special positioning, weight)
- ◆ Required equipment, supplies, devices, & medications are available, labeled correctly, and functioning
- ◆ Required specimen supplies
- ◆ Sterility must be maintained throughout entire procedure

Step 2:

TIMEOUT

A Deliberate Pause and Review by Proceduralist and All Team Members

Conducted immediately after the prep and drape, and before the invasive procedure/incision

- ◆ Confirm all elements in STEP 1
- ◆ Completed Consent is accurate and consistent with planned procedure, is signed, dated, and witnessed
- ◆ Proceduralist initials (or Alternate Marking Method) visible on correct site/site
- ◆ Correct images confirmed and properly displayed *(if applicable)*
- ◆ Fire Risk assess/Score – HIGH or ROUTINE *(if applicable)*
- ◆ Accountability of all items that touch patient
- ◆ Comments or concerns from patient and team

Step 3:

DEBRIEF

A Deliberate Pause and Review by Proceduralist and All Team Members

Conducted before leaving the patient (as applicable)

- ◆ Proceduralist verifies procedures performed
- ◆ All wires, catheters, sheaths, and any items that touch the patient during the procedure must be:
 - ⇒ Accounted for
 - ⇒ Intact
- ◆ Specimens labeled correctly & disposition verified
- ◆ Medication used on field verified
- ◆ Sterility was maintained throughout entire procedure
- ◆ Comments or concerns from patient and team
- ◆ Post procedure plan of care/disposition

⇒ Don't forget: - Documentation of Steps 1, 2, & 3
- Inventory results completed in approved note