

# Emergency Care 5S Stores

## April 2023

Getting to Good: Fundamentals in Care

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**Abstract:** The Emergency Department have a number of storage areas within the department and have expressed concerns around missing/ over stock of items. A move to daily EDC top up has reduced complaints and issues within the department.

### SMART Aim

To ensure all stock held is available at the right time, right levels, and easily accessible by April 2023.

### Plan

The 5S is to support the ward to streamline the storage areas to maximise the use of the space ensuring items are available when required and at the right level. Initially the team were looking to review the stock levels with the aim to reduce spend by 5%. The plan is to transition the team from a weekly top up order to daily with the view of reducing stock holding issues and missing stock items following a number of datix reports. Transitioning to a daily top up should reduce the risks associated with the department running out of stock items and reduce the additional orders placed by the team.

### Do

The team reviewed the stock levels and change to a daily top up system. The team reviewed the space available to ensure that there was enough space for the daily delivery of items. Excess stock was removed and placed in a holding bay to feed back into the daily top up as required. An additional top up level was set for Friday deliveries to ensure the teams did not run out of stock over the weekend. A bleep was made available to trial for the teams to contact the stores team if they required an additional top-up should items not be available. Additionally, the team have implemented an EDC email address that all team members can access for housekeepers to escalate stock issues or concerns prior to the delivery of items.

### Study

The team measured the success of their work with the review of expenditure levels and reduction in datix's. Stock usage and levels have been reviewed and agreed to ensure the right stock is available at the right time. Initially there were a few teething issues with the new stock levels which were to be expecting during the transition. The additional ad hoc orders reduced from around 2-3 per week to 0 with the introduction of the daily top up system. The bleep has been used 12 times enabling improved communication between the teams. The bleep has been used to inform that stock is running low to enable more appropriate ordering. Datix have reduced from 14 in the month prior to the change to 3 over the course of 3 months.

### Act

The next steps include distribution of standard work to all team members and continued PDSA of process to ensure it delivers the necessary benefits to all teams.