**Supplementary File 2**

**Date: June 2017 Cycle: 2**

**Aim:** (Big = what is the overall goal you are trying to achieve? Small= what is the first step?)

|  |  |  |  |
| --- | --- | --- | --- |
| **Big aim: By November 2017, 80% of mechanically ventilated patients that meet the spontaneous awakening trial (SAT) criteria are to have a sedation hold of both their propofol & alfentanil between the hours of 09.00hrs & 12.00hrs until achieving a RASS score of -1 or above.** | | | |
| **Small aim: To enhance confidence & use of SAT criteria & sedation hold process in a timely manner** | | | |
| **Describe what your first test of change will be**  (*Every goal will require multiple tests of change)* | **Person responsible** | **When will the test take place?** | **Where will the test take place?** |
| * Raise further awareness of SAT criteria & sedation hold process * Introduce new time frames & establish usability of new sedation hold process | Donna Ferraioli  Laura Ferguson | Mon-Fri during the month of June 2017 | On any patient that meets the criteria in ITU. |

**Plan:**

|  |  |  |  |
| --- | --- | --- | --- |
| **List the tasks needed to set up this test of change**  *(include getting ready to measure)* | **Person responsible** | **When to be done?** | **Where?** |
| * Provide education and support to all staff carrying out a sedation hold * Engage staff in process of sedation hold & welcome feedback * Provide SAT criteria * Provide new step by step sedation hold instructions * Collect balancing measures/adverse event information * Redesign tool to test the updated process | Donna Ferraioli  Laura Ferguson | June 2017 | ITU |
| **Predict what will happen when you carry out your test** | **How will you know whether the change is an improvement?**  *(What will you measure and how?)* | | |
| * Patients will be highlighted for SAT quicker * More patients will have a sedation hold by the time frame stated | * **Collect data on all mechanically ventilated patients to assess if sedation hold carried out & if process steps were met.** | | |

**Do:**

|  |
| --- |
| **Describe what actually happened when you ran your test** *(note any unexpected events or problems)* |
| **Time scales for identifying patients & confirming patients improved vastly from 86% to 25%**  **Issue highlighted with exclusion criteria for cardiac arrest patients**  **Feedback from staff advised numbering process steps** |

**Study:**

|  |
| --- |
| **Describe your results and how they compared to your prediction** |
| **Revised time scale proved more achievable**  **All patients in cycle 2 had a complete sedation hold.**  **No adverse events were reported** |

**Act:**

|  |
| --- |
| **From your learning above, what modifications you will make to your plan for the next cycle of tests** |
| **Continue with revised timeframe**  **Re design process steps to encompass staff feedback**  **Change exclusion criteria for cardiac arrest patients to out of hospital cardiac arrest patients only** |