



Happy Holidays from the 8th floor

13 weeks until JCIA Consultation Visit

ACCREDITATION AND RISK MANAGEMENT OFFICE

Accreditation Newsletter

A Message from the President of the Resident Staff Organization

The American University of Beirut continues to be the most prestigious and respectable academic institution in the region. It offered throughout the years a state-of-the-art training for doctors in different specialties most of whom are excelling in their fields.

As housestaff, we all aim for a residency program that follows the Accreditation Council for Graduate Medical Education (ACGME) requirements, and that offers us a standardized training encompassing the clinical practice and the theoretical teaching.

The respectable reputation of the medical school and the residency program at AUB was the result of many years of hard work that has been made by every member of the staff.

In line with this spirit, we the housestaff are working together with the Accreditation Core Group as well as other groups of the Medical Board Committees for the April 16th 2007 Survey by the JCIA consultants hoping for a favorable feedback.



Wissam Barada, MD, MAAFP, AACP
Resident Staff Organization, President
Fellow, Neurology Division, Department of Internal Medicine

Update on New and Revised AUBMC Policies & Procedures

The following new and revised policies will be added to your AUBMC Policies and Procedures Manuals. Please make sure you read them. Soft copies of these policies and procedures are available on: http://his.aub.edu.lb/accrm/policies/

- Completion of Birth Certificates — GLD-MRD-001
Completion of Death Certificates — GLD-MRD-002
Critical Test Results — COP-MUL-018
Performance Improvement Plan — QPS-MUL-002 (Revised 2nd Edition)
Medical Reports — GLD-ADM-002 (Revised 2nd Edition)
Care of High Risk Patients — COP-MUL-017

Letters to the Editor E-mail: accrisk@aub.edu.lb

Employees and staff are encouraged to submit Performance Improvement Articles that may be chosen as feature articles in subsequent issues

WINNERS OF THE 9TH ACCREDITATION & PI Staff Awareness Questionnaire

Winners names were chosen by draw in the Pathology & Laboratory Medicine Out-Patient Collection Area on the 1st Floor in the Medical Center. Congratulations to all the winners and to Rana Abdel Malak who has won the \$100 gift certificate for the 2nd time. Continuing Education, Staff Awareness, Performance Improvement, Consistency and perseverance pay off!!!
Rana Abdel Malak, Project Manager, Nursing Services
Kamal Abu Diab, Orderly, PVC Surgery
Rami Kamzoul, Database Assistant, CCCL
Manal Azzi, Psychomotor Therapist, CCCL
Claude Chediac, RN, 9 North, Nursing Services

A Message From the Chief Of Staff Accreditation Survey Coordinator

The Use of Medical Abbreviations

The medical literature provides ample information about the use of medical abbreviations in the documentation of patient care in the medical records. Some medical abbreviations are associated with or may result in treatment errors. Some of these errors may be very serious and lead to incidents or adverse effects on patients. To highlight the proper use of medical abbreviations, the AUBMC has adopted the JCIA recommended list of “Error-Prone Abbreviations” and printed them on posters that are available on all units. The list of “Error-Prone Abbreviations” is also available on the Web at:

<http://staff.aub.edu.lb/~webaccrm/resources/error-prone-abb-Sept06.pdf>

Every effort should be made to avoid the use of medical abbreviations included in the above list. Furthermore, no other abbreviations should be used in medications, physicians’ orders, or in the diagnosis in the discharge summary.

All medical, nursing, and other professional staff are kindly urged to avoid the use of the “Error-Prone Abbreviations” throughout the AUBMC.

Saleem Kiblawi, MD, FRCP
Chief of Staff
Accreditation Survey Coordinator

JCIA CONSULTATION VISIT ON APRIL 16, 2007 –13 WEEKS COUNTDOWN

PATIENT SAFETY COMES FIRST AT AUBMC

The American University of Beirut Medical Center (AUBMC) is seeking to obtain accreditation by the Joint Commission International Accreditation (JCIA) and has taken active steps to meet the JCIA standards and the International Patient safety Goals 2007.

An active Facility Management and Safety (FMS) Committee is formed to accomplish the following objectives:

1. Ensure compliance with pertinent governmental rules and regulations and AUB policies
 2. Oversee AUBMC compliance with accreditation requirements (JCIA and MOPH)
 3. Monitor and promote the implementation activities for the established safety policies and plans through drills and safety rounds
 4. Oversee safety training to all AUBMC staff
 5. Review planned and current alteration projects to physical facilities
- Prepare and review required safety policies and plans:

- a. Safety – buildings, grounds, equipment, and systems
- b. Security
- c. Hazardous material
- d. Emergency preparedness
- e. Fire safety
- f. Medical equipment
- g. Utility systems – electricity, water, medical gases, and communications



In addition to the FMS Committee, many entities collaborate to ensure patient safety through monitoring and analysis of patient-related incident reports as spelled out in the AUBMC Risk Management Plan (*QPS-MUL-001*).

Fire safety is given a special attention by the Occupational Safety Office. All AUBMC staff are trained on fire safety and drills are conducted at different intervals.

Proper use of medications is also considered as a crucial patient safety measure. Medical Center staff are encouraged to implement the Adverse Drug Events (ADE) policy and to report all ADEs to the Medical Center Pharmacy for analysis and monitoring.

The AUBMC Risk Management Office conducts special training activities and prepares posters and pamphlets aimed at raising the staff’s awareness to patient safety issues such as proper identification prior to the use of blood and blood products and patient verification prior to surgical operations and invasive procedures.

Accreditation & Risk Management Office