

APPENDIX 2

Post-Interview Checklist of Contributory Factors

POST-INTERVIEW CHECKLIST OF CONTRIBUTORY FACTORS

Please consider each question in turn, in the light of the incident and tick all questions you agree with

Framework Factor	Contributory Factors	Tick for Yes	Tick for No
Org. & Man	Do you feel that management generally showed appropriate care and concern?		
Work Environment	Did the working environment (e.g. heat, noise, etc.) affect you?		
	Was there adequate and reliable information from all equipment?		
	Did all the equipment you used work adequately and effectively?		
	Did you have enough medical and nursing supplies?		
	Did you have to rely on a new (locum) doctor or (agency) nurse/midwife whom you had not worked with before?		
	Do you feel your orientation period to the hospital/specialty/ward prepared you for this case?		
	Was your training in using equipment/protocols sufficient for this case?		
	Did you have to spend time on non-clinical duties?		
	Did you have an unexpected or sudden increase in workload?		
	Did you have to prioritise more than one case simultaneously?		
Team	Were there delays in carrying out clinical procedures?		
	Was communication between yourself and other members of staff effective?		
	Were there any language or cultural problems or misunderstandings between staff the patient and the relatives?		
	Were the case notes available, legible, attributable and complete?		
	Were the case notes adequately flagged to alert you to risk factors?		
	Did you have adequate supervision or support?		
	Was help/advice from another member of staff available at all times?		
Individual	Did staff agree about who was in charge either of the patient or the ward?		
	Do you feel you had enough knowledge and experience to deal with the problem/complication?		
	Did you feel tired, hungry or unwell?		
	Did you feel appreciated and was your morale high?		
Task	Do you feel your opinions and competence were accepted, appreciated and unquestioned?		
	Was there agreement regarding the interpretation of test results?		
	Were routine tests carried out and the results documented in the notes?		
	Were test results quickly and easily available?		
	Was the appropriate person consulted when necessary about the management of care?		
Patient	Did you have enough time to spend with the patient explaining procedures, possible complications and outcomes?		
	Was the patient/visitors helpful and co-operative?		

Please use the following space to expand on any questions _____

