

Appendix 2. Delphi Round 1 Survey



Default Question Block

Thank you for indicating your intention to attend the Anesthesia Patient Safety Foundation 2017 Stoelting Conference on Perioperative Handoffs. **To prime discussion and facilitate our ability to reach consensus at the conference in September, we are using a Delphi process to elicit your ideas about important topics relating to handoffs.**

This first-round questionnaire consists of seven open-ended questions about handoffs.

Please answer each question to the best of your ability. The conference planning committee will analyze the responses and send a second questionnaire asking you to prioritize responses provided during the first round.

We estimate that this questionnaire will take 15-20 minutes to complete. **Your responses are crucial in making this conference a success.** Please complete the questionnaire by June 21.

If you have any questions about the conference or this Delphi process, please contact one of the conference co-chairs, Jeffrey Cooper, PhD (JCooper@mg.harvard.edu) or Meghan Lane-Fall, MD, MSHP (LaneMe@upenn.edu).

**Thank you,
APSF Stoelting Conference Planning Committee**

Despite differences in handoff types, settings and participants, there are common process elements that should be present in every handoff (excluding short breaks).

What process elements are essential for successful handoffs?

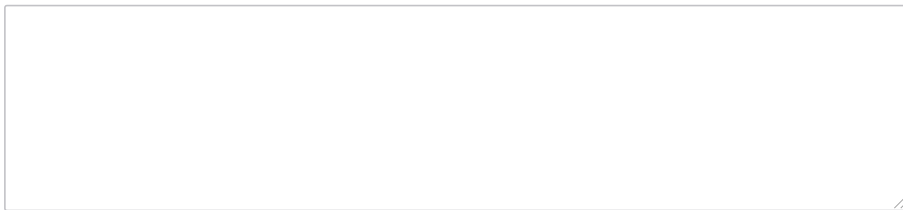
Certain behaviors and attitudes are conducive to effective handoff communication.

What are the essential behaviors and attitudes that should be present for effective handoffs?



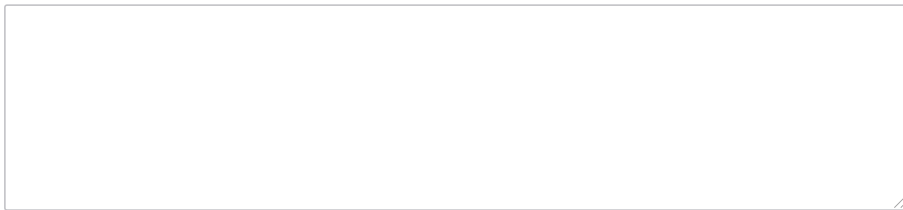
The evidence base for handoff design, implementation and effectiveness is limited.

What are the most important research topics that relate to perioperative handoffs? *Try to list at least three.*



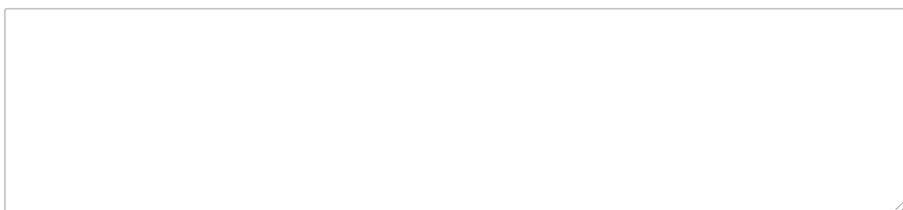
Handoff training can occur across multiple disciplines at the trainee and staff level, using multiple modalities.

What are the essential characteristics of effective handoff education/training?



To implement effective handoffs, specific strategies and tactics are needed and may involve expertise and resources at the provider, unit, hospital, and health system level.

What strategies should be used for handoff process implementation?



Measurements, or metrics, are important to measure the effectiveness of any given process. Consider the following metric types:

- Process metrics;
- Patient outcome metrics;
- Provider metrics;
- Organizational metrics;
- Implementation metrics

What metrics should be used to measure handoff success?

Patients and their families can help to ensure providers have relevant, complete information for the patient's optimal care.

How and when should patients and/or their families be engaged in perioperative handoffs?

About how long (in minutes) did this questionnaire take you to complete?

What other comments do you have about this survey?