# In Situ Simulation Safety Briefing Checklist

**Simulation Team Briefing**

### Medications/Equipment
- Identify any exceptions to using real, non-expired drugs
- Designate team member to reconcile fake medications
- Designate team member to replace equipment/re-stock

### Patients
- Identify and mitigate risks to SIMULATED patients (i.e. CPR if to become unresponsive)
- Identify and mitigate risks to REAL patients (i.e. staffing levels if sick patients)

### Communication
- Clarify plans for communication with other services in the hospital (e.g. switchboard, Code Blue calls - simulated vs real)
- Designate team member to Inform staff/patients/families nearby

### Environment
- Identify environmental risks to participants - electrical, physical hazards

### Safety Lead
- Designate overall responsibility for situational awareness of safety risks during the activity and the method to abort simulation if necessary

**Simulation Participant Pre-Briefing**

### Awareness
- Reference the general issue of safety risks to patients (sim and real) and participants. Encourage to speak up if concerned

### Medications/Equipment
- Detail the relevant real/simulated medications
- Request not to remove from the simulation space

### Safety Lead
- Inform that the simulation may be altered in real-time for safety reasons (i.e. not actually going to CT because patient on the table).
- Outline how these decisions will be communicated

**Non-Participant Staff in Clinical Area**

### Awareness
- Inform that simulation is occurring and there are safety risks
- Identify designated simulation event safety lead

### Empowerment
- Explicit encouragement for clinical staff and patients/families to speak to safety lead if concerns

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**Additional Resources**