



**HCAC2023**  
7<sup>TH</sup> QUALITY HEALTH CARE  
CONFERENCE AND EXHIBITION  
Nov 13<sup>th</sup>-15<sup>th</sup> 2023

Globalization Toward Quality & Patient Safety  
A Future Perspective  
الجودة من منظور عالمي - تطلعات مستقبلية

## Designing and Implementing a Multi-Tiered Leadership Safety Huddle for Improved Safety Culture & High Reliability

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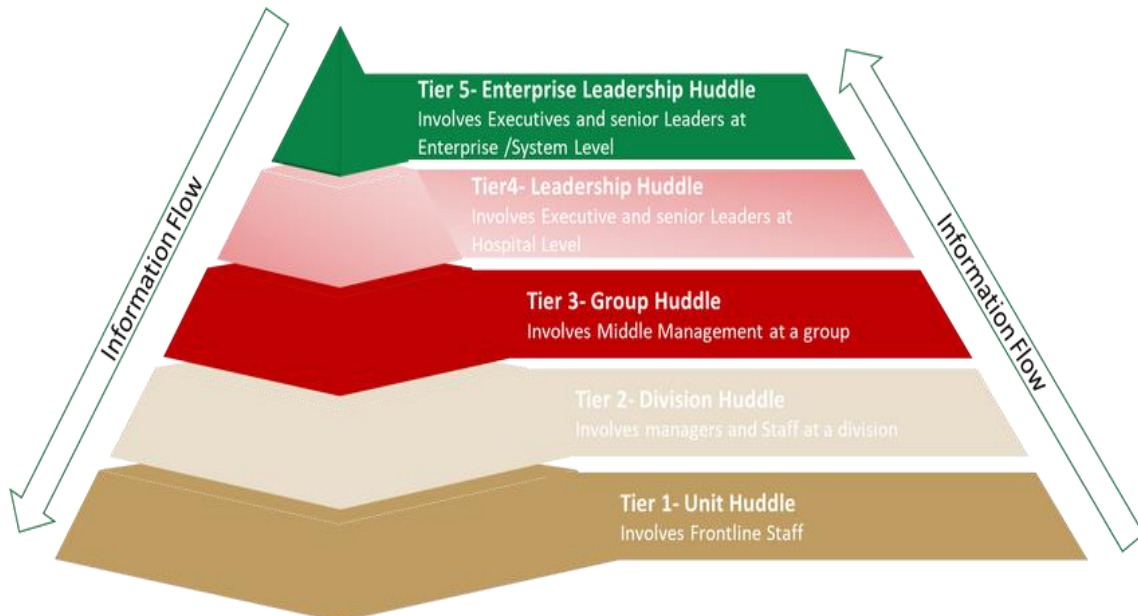
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# Introduction

This workshop aims to equip leaders and safety professionals with the knowledge, skills, and tools to design and effectively implement a multitiered leadership safety huddle within their organizations. Grounded in High Reliability Organizations (HRO) principles, a safety huddle is a structured communication process that promotes proactive safety discussions and improves operations at different organizational levels.

The participants will explore strategies for promoting situational awareness, fostering collaborative problem-solving and improving leadership accountability utilizing the daily huddles. Through interactive group exercises, case studies, script guidance and role modelling, participants will learn how to design and tailor multitiered safety huddles to their specific organizational context fostering a culture of safety and high reliability.

## Multi-Tiers Safety Huddles



# Workshop Learning Objectives



## Theory

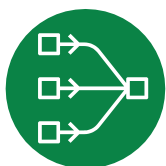
Understand the High Reliability Healthcare Organization Principles and leadership methods in relation to the daily Safety Huddles



## Types

Learn the types and characteristics of the Safety Huddles

## Program Component



Identify the components of effective multitiered leadership safety huddles. This includes: Planning/ Scheduling/ Documenting and reporting of action items/ Following up & closing the loop/ Measuring effectiveness



## Implementation Tools

Apply the tools and techniques for managing the daily huddles. (agenda, huddle boards, action item follow-up,...)



## Leadership Practices

Apply the tools and techniques for managing the daily huddles. (agenda, huddle boards, action item follow-up,...)



## WHAT is a Huddle?

A huddle, Or (safety briefings, daily safety check-in) is a **short, stand-up, and informal routine** meeting (**15minutes**) lead by a huddle leader to communicate **existing or potential safety, service and quality issues.**

## WHY do we need to huddle?

A huddle establishes Safety awareness that helps all teams to be more proactive about the challenges faced in providing safe, high-quality care for patients

It is a powerful leadership practice in High Reliability Organization HRO

**A daily forum for planning, problem solving, identification of risks, sharing of lessons learned, sharing of resources and mass communication**

## Group Exercises on Slido.com

Question	
<p><b>Exercise-1</b> <b>Level of Understanding</b> What is your level of understanding of the Safety Huddles? <b>Instructions:</b> Select from the MC Event #: 1493627</p>	
<p><b>Exercise-2</b> <b>Expectations</b> What do you expect to get out of this workshop? <b>Instruction:</b> Choose 2-3 words to explain your expectation from this workshop Event #: 1493627</p>	
<p><b>Exercise-3</b> <b>Communication</b> <b>Instruction:</b> Describe with 1-2 words the impact of communication on the team. Event #: 1493627</p>	
<p><b>Exercise-4</b> <b>Huddle Benefits</b> <b>Instruction:</b> Write few words describing the benefits of the huddle</p>	

## Exercise-5 Agenda

### Safety Event ( Looking Back)

Each group should come up with 2-3 safety events that happened in past 24 Hrs “ What happened”

Duration-----

### Failures Anticipation ( Looking Ahead)

Each group should come up with 2-3 anticipated failures “ What could go wrong ?  
Consider Methods, Equipment, Supplies, Staffing,.....

Duration-----

## Exercise-6 Huddle Participants

### Unit Huddle

Who Should be in the Unit Huddle?

Duration-----

### Leadership Huddle

Who should be in the leadership huddle?

Duration-----



## Exercise- 7 Designing the Multi-tiered Huddles

<p>Q1-How many huddle tiers you believe are needed in your organization?</p>	
<p>Q2-Who are the members involved in each tier? And what are their roles?</p>	
<p>Q3-When and where will the Safety huddle take place? i-e Virtual or Physical</p>	
<p>Q4- What tools are necessary to be designed and used?</p>	
<p>Q5- How will you ensure that all team members are aware of the Safety huddle?</p>	
<p>Q6- How can you evaluate the Safety huddle?</p>	

# Simulation & Role Modelling

**1- Role Modelling of a Huddle Member**

**2- Role Modelling of a Leader**

**3- Role Modelling of a Facilitator & Scribe**

## Take Home Message

What is your Key take away from this workshop

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