

A Provincial Strategy for Clinical Engineering SOP and Policy Standardization: Challenges, Findings, and Solutions

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BACKGROUND

The establishment of consistent and robust Standard Operating Procedures (SOPs) and policies in Clinical Engineering (CE) is essential for optimizing service efficiency, ensuring regulatory compliance, and aligning practices with industry standards. The CE program within Shared Health Manitoba, recently established, encompasses diverse service teams across the regions. The program faces a lack of uniformity in existing SOPs and policies following the recent merge. This lack of standardization is exacerbated by several factors such as redundant or outdated legacy documents, and limitations in stakeholder engagement. Addressing these discrepancies necessitates a comprehensive and strategic approach to evaluate current documents, categorize them, and prioritize areas for improvement. To tackle these challenges, a detailed environmental scan was conducted to gather and analyze existing SOPs and policies. The Clinical Engineering Standard of Practice (CESOP) served as the primary reference for identifying strengths, weaknesses, and gaps. Through this analysis, some gaps were uncovered in some areas, while other areas, were found to have substantial documentation. Additionally, the analysis highlighted some gaps within CESOP itself.

PROPOSED PRESENTATION

This presentation will outline the results of the environmental scan and propose a pathway toward the standardization and enhancement of CE SOPs and policies across Manitoba. The key sections include:

1. Project Overview and Objectives:

- Defining the scope of the project, focusing on the review of internal CE documents.
- Articulating the objectives of the initiative, including benchmarking against CESOP standards and identifying critical gaps

2. Methodology:

- Detailing stakeholder engagement strategies and the processes for collecting relevant documents.
- Explaining the framework used for classifying and analyzing document based on their maturity status and alignment with CESOP guidelines.
- Mapping findings into categories such as Service Management and Service Provision to ensure clarity and organization.

3. Findings and Challenges:

- Presenting the key findings of the environmental scan, emphasizing strengths in areas like resource management and identifying gaps in areas such as technology assessment.
- Discussing challenges encountered during the process, including the management of redundant legacy documents, limitations in stakeholder engagement due to time constraints, and gaps within CESOP standards.

4. Strategic Recommendations:

- Proposing a structured framework for SOP and policy development to address identified gaps and inefficiencies.
- Recommending the formation of a Provincial CE Policy/SOP Committee to oversee and guide standardization efforts.
- Outlining strategies for prioritizing development based on the findings of the environmental scan.

5. Outcomes and Future Directions:

- Recommending pathways for fostering collaboration among CE teams and stakeholders to ensure sustainable improvements.

By presenting a systematic approach to SOP and policy standardization, this session aims to provide a replicable framework for other jurisdictions while fostering discussion on best practices in CE management.