

**Important Training Information:
Please Read The Following Information Prior To Training Session**

Thank you for participating in the Sepsis Awareness Training Initiative!

IPRO SEPSIS TRAINING TOOLKIT

SEPSIS TRAINING DVD CONTENT

- ✓ IPRO Community Based Sepsis Initiative Overview
- ✓ Two PowerPoint training presentation slide sets with talking points and Sepsis Alliance: “Sepsis Emergency” video URL link
 - **One for clinical staff**
 - **One for non-clinical staff**
- ✓ Pre and Post Assessment Learning Assessment Tools
 - **One for clinical staff**
 - **One for non-clinical staff**
- ✓ Instructions for compiling Pre and Post Learning Assessment responses
- ✓ Tool for compiling Pre and Post Learning Assessment responses
 - **One for clinical staff**
 - **One for non-clinical staff**
- ✓ Sign in Sheet
- ✓ Training Announcement Poster –to announce training sessions at your facility
- ✓ Zone Tool Self-Management Plan for Sepsis (English and Spanish)
- ✓ Sepsis Awareness Brochure (for staff, patients/residents, families, caregivers)
- ✓ Stop and Watch Tool (INTERACT tool)
- ✓ Program Evaluation Tool *for your facility’s use* (IPRO does not need this back)
- ✓ SNF Care Pathway

SEPSIS TRAINING SESSION FORMAT RECOMMENDATIONS

- Share the presentation slides and materials from DVD with your Senior Leadership, Medical Director and Medical Staff prior to holding training sessions
- We recommend separate training sessions for Clinical and Non-Clinical Staff
- Please allow one hour for clinical training sessions and ½ hour for non-clinical – this provides enough time for content and discussion with staff
- When securing a room for training make sure there is Internet access (you will need Wi-Fi to show the video)
- At the beginning of the training remind staff that this topic is just as important to their home, family, friends and community as it is to their job responsibilities as sepsis can strike anyone!
- Have staff watch “SEPSIS:EMERGENCY” video: cut and paste URL into browser– the video has a huge impact on staff as to why this training is important
- Following training presentation encourage staff to discuss their experiences with sepsis (family, friends, patient, resident, self). At every training session we have found someone whose life has been impacted by sepsis

PRIOR TO EACH TRAINING SESSION:

- Secure a room and equipment (laptop, LCD and screen) to project the video and training slides **NOTE: you will need Internet access**
- Load presentation onto laptop and go through slide progression
- Print a copy of the Pre and Post Assessment Tool for each attendee (be sure to use the appropriate version: Clinical or Non-Clinical)
- Print Sign-in Sheet

AT EACH TRAINING SESSION:

- Ask attendees to sign in
- Hand out materials
 - Slide presentation
 - Pre/Post Learning Assessment Tool
 - Self-Management Plan Sepsis
 - Sepsis Brochure
 - Evaluation Form

- Instruct attendees to complete the **Pre-Assessment** portion of the Pre/Post Learning Assessment Tool prior to the training. **Important: inform staff they do not need to put their names on the Pre/Post Learning Assessment Tool and that responses are completely anonymous.** We have found staff are more truthful in their responses when they know they are not being formally evaluated by the trainer.
- Introduce the training program
- Review each of the Power Point slides / show SEPSIS: EMERGENCY video
- Instruct attendees to complete the **Post-Assessment** portion of the Pre/Post Learning Assessment Tool at the end of the training
- Instruct attendees to complete the **Evaluation Form** at the end of the session- *this does not need to be returned to IPRO, it is for your use*

NEXT STEPS:

Incorporate this training into your organization:

- ✓ Annual Staff Competency program
- ✓ New Employee Orientation program
- Implement strategies and interventions to ensure:
 - ✓ High risk patients/residents are screened for signs & symptoms of sepsis
 - ✓ Protocol has been established for early recognition, notification of physician for evaluation and prompt treatment of sepsis
 - ✓ Families and caregivers are aware of the signs and symptoms of sepsis and steps to take prior to discharge from your organization
 - ✓ All cases where sepsis is identified for your patients/residents are reviewed on a multidisciplinary level
- Requests or need for additional information, training or support to ensure early recognition and prompt treatment protocols are in place
- Opportunities to showcase your success with other healthcare providers across the state.

This material was prepared by the IPRO QIN-QIO, a collaboration of Healthcentric Advisors, Qlarant and IPRO, serving as the Medicare Quality Innovation Network-Quality Improvement Organization for the New England states, NY, NJ, OH, DE, MD, and the District of Columbia, under contract with the Centers for Medicare & Medicaid Services (CMS), an agency of the U.S. Department of Health and Human Services. The contents do not necessarily reflect CMS policy. 12SOW-IPRO-QIN-TA-A4-21-303