Supplemental Digital Appendix 1
Scoring Instrument Used to Assess Characteristics and Quality Measures of Operating Room to Intensive Care Unit Handoffs, Surgical Service, Hospital of the University of Pennsylvania, July 2014–January 2015

Video ID:

Number of People in Room Upon Patient Entry

Transferring Team

Anesthesia*: ______

Surgery*: ______

Receiving Critical Care Team

Providers*: ______

Nurses: ______

*Includes attendings, fellows, residents, nurse practitioners, and medical students.

Basic Handoff Characteristics

Patient Entry Time: ______

Time Last Provider Exits Room (with no return in subsequent 5 minutes): ______

Handoff Reports

Report Transmitter(s) Report Receiver(s) Start Time End Time

1)

2)

Continue on back if there were more than 2 reports.

Physical Examination

For the following questions, circle yes if a wound check, pulse check, auscultation, or hands-on exam maneuver was performed.

Was the patient examined a receiving critical care provider? Yes No

Was the patient examined by a nurse? Yes No

Handoff Quality Measures

Teamwork

Task Prioritization: Were the equipment and physical handover of the patient as well as any immediate patient care needs taken are of prior to information handover (excluding essential information)?

Yes

No, explain:

Clear Role Identification: During the information handover, were the report transmitter(s) and report receiver(s) clearly identified?

Yes

No, explain:
**Attention to Reports:** During the information handover, were the transmitter(s) and receiver(s) attending solely to the conversation? Circle no if they were engaging in other tasks or side conversation.

- Yes
- No, explain:

**Coordination of Reports:** If there were handoff reports from both surgery and anesthesia, were they given sequentially? Circle no if the handoffs were transmitted simultaneously to different receivers in different parts of the room.

- N/A (reports were not given by both surgery and anesthesia)
- Yes
- No, explain:

**Transmitter Collaboration:** If there were handoff reports from both surgery and anesthesia, were they present and listening to each other’s report? Circle no if the other transmitter was present but busy assisting with patient care.

- N/A (reports were not given by both surgery and anesthesia)
- Yes
- No, explain:

**Transmitter Report Delivery Skills**
Circle one rating for the primary transmitter in each category.

<table>
<thead>
<tr>
<th>Surgery</th>
<th>Anesthesia</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superior</td>
<td>Superior</td>
</tr>
<tr>
<td>Satisfactory</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>Unsatisfactory</td>
<td>Unsatisfactory</td>
</tr>
</tbody>
</table>

Explain evaluation for surgery:

Explain evaluation for anesthesia:

**Handoff Engagement**
Circle one rating for the primary transmitter or recipient in each category.

<table>
<thead>
<tr>
<th>Surgery:</th>
<th>Anesthesia:</th>
<th>Critical Care Provider:</th>
<th>Nurse:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superior</td>
<td>Superior</td>
<td>Superior</td>
<td>Superior</td>
</tr>
<tr>
<td>Satisfactory</td>
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</tr>
</tbody>
</table>

Explain evaluation for surgery:

Explain evaluation for anesthesia:
Explain evaluation for critical care provider:

Explain evaluation for nurse:

**Receiver Listening Skills**  
List job title (e.g. nurse, ICU physician) of primary receiver for each report. Circle yes if the behavior is demonstrated at least once during the report.

<table>
<thead>
<tr>
<th>Receiver of Report 1: ___________</th>
<th>Receiver of Report 2:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Eye Contact</strong></td>
<td>Yes  No  Unknown</td>
</tr>
<tr>
<td><strong>Affirmative Statement(s)</strong></td>
<td>Yes  No  Unknown</td>
</tr>
<tr>
<td><strong>Head Nod(s)</strong></td>
<td>Yes  No  Unknown</td>
</tr>
<tr>
<td><strong>Note-taking</strong></td>
<td>Yes  No  Unknown</td>
</tr>
<tr>
<td><strong>Question-asking/Interactive</strong></td>
<td>Yes  No  Unknown</td>
</tr>
</tbody>
</table>

*Continue on back if there were more than 2 reports.*

**Other**  
List and describe any interruptions during the handoff reports:

List and describe any unprofessional acts or comments during the video recording:

Any additional comments: