Workshop A: RISK ANALYSIS using FMEA Failure Modes and Effects Analysis – Assembly Set-Up & Picking 1

Process Steps	Failure Mode: What could go wrong?	Failure causes: Why would the failure happen?	Failure effects: What would be the consequences of failure?	S Severity	O Occurrence	D Detection	RPN Risk Priority No. S x O x D	Action to Reduce Risk
Worksheet preparation	Wrong sheet selected. Poor quality photocopy	Poor storage, computer or manual selection Distraction whilst selecting. Incorrect swill mix.	Wrong product prepared. Dependent upon type of product prepared	4	3	1	12	Improve storage Reduce distraction Correct swill mix To select Training Accurate checks
Picking o drugs & ingredients o components o secondary materials (e.g. swabs & sprays)	Select wrong drug/strength	Poor segregation similar pkg./labelling of outer boxes. Time pressures/distraction.	Pnt rec wrong drug Dependent on type of product prepared	4	2	2	16	Separation of similar drugs when stored. Training of staff Labelling of shelves
Tray Assembly	Wrong worksheet with tray. Wrong labels with correct worksheet and tray.	Distraction Congestion Swill mix	Wrong product for that patient	4	2	1	8	Training Good work flow Have prescription with work sheet at set up stage
Assembly checks								