



## **Red Flag Conditions**

*Mistake Proofing Webinar June 13, 2013*

- Lack of an effective standard
  - Absence of reliable instructions that describe the correct and most effective way to perform a work activity and what a defect-free outcome is
  - Complicated instructions
  - Ambiguous instructions
  - Non-visual instructions
- Rapid repetition
  - When the same task must be performed over and over again, quickly
- Poor environmental conditions
  - Dim lighting
  - Poor ventilation
  - Inadequate housekeeping
  - Too much traffic density or poorly directed traffic
  - Too much noise, interruption, and distraction
  - High level of pressure on the worker(s)
  - Worker multi-tasking at points in the activity where focus is required
- Many different supplies and tools to choose from
  - A wide variety of tools and supplies, requiring varying quantities and mixes
  - Even worse when they have a similar appearance
- Multiple small steps required within an activity in a preset, strict order
  - Sequence easily mixed up
  - Place in the sequence easily lost
  - A single step easily forgotten
- Activity performed by someone who does this only infrequently
  - Task done infrequently – easy for a person to forget the proper procedures or specifications for the task
  - Risk even higher when the task is complicated
- “Mental math” required to perform the task
  - e.g., conversions from/to metric system
  - e.g., calculations based upon intermediate results
- Symmetry of materials and/or devices used
  - Hard (or impossible) to discern the correct orientation because all sides/surfaces are identical
- Handoffs
  - Involves context switching due to different or new person getting involved who was likely not involved in earlier steps
  - Risk is even higher when there is no defined handoff procedure to ensure that complete and accurate two-way communication was established