

# LEVERAGING TECHNOLOGY TO STREAMLINE COMMUNICATION THROUGH **SWAY**

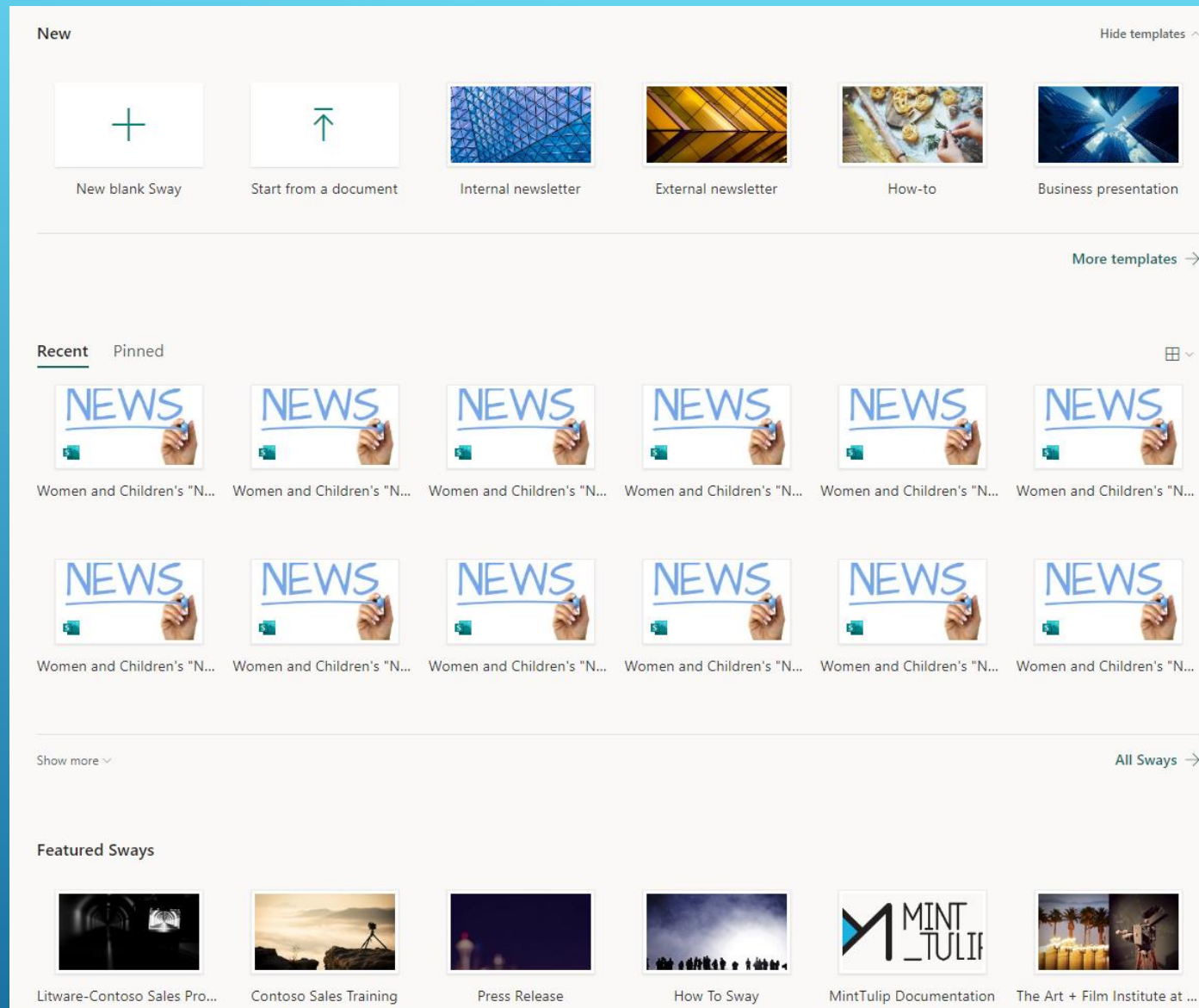
Baylor Scott & White Hillcrest – Waco, TX

A series of several parallel white lines of varying thicknesses, slanted diagonally from the bottom left towards the top right, set against a blue gradient background.

- ▶ A lot of rapid changes coming that would impact multiple units.
- ▶ Staff feedback that they received too many emails and were not always able to prioritize information.
- ▶ No way to track that the information being sent was being received/read.
- ▶ Provided an opportunity to highlight the work that staff were doing.
- ▶ Provided one avenue for managers to communicate information in a rapid way, outside of staff meetings, bulletin board updates, and emails.

## WHY SWAY?


SWAY is a Microsoft Office 365 application that can be utilized to send newsletters.



Pre-made templates to choose from

# SWAY HOME PAGE

Details **E** Emphasize **A** Accent Link Focus Points



# Women and Children's "News You Can Use!"



Text Card

[January 20, 2020]

Your one-stop-shop for W&C updates and upcoming events! Each week will give insight to new projects, education, quality improvement areas, management messages, employee shout outs, and much more! Check your email every Friday afternoon for the most recent "News You Can Use!"

1 - In This Issue



Heading 1 Card

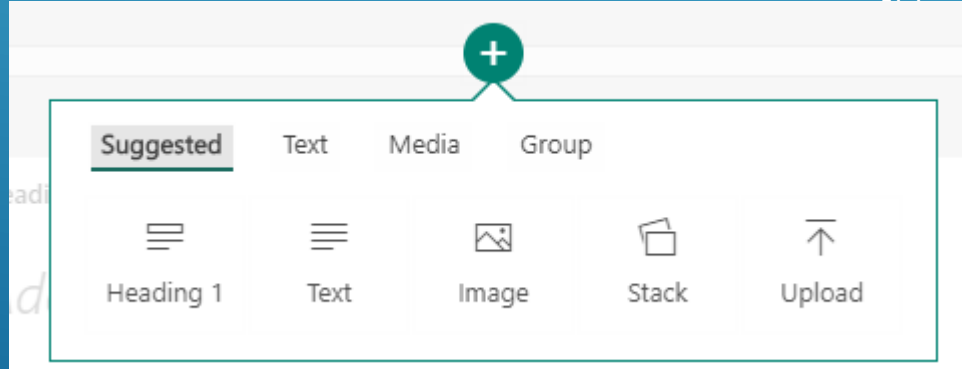
## In This Issue

Text Card

- Shout Outs
- Important Need to Knows
- Help Wanted!
- From the Director's Desk
- Leading the Way
- Staffing
- SharePoint

## SWAY EDITING PAGE

Allows you to add background, headings, large or small bodied text, images, and stackable items.



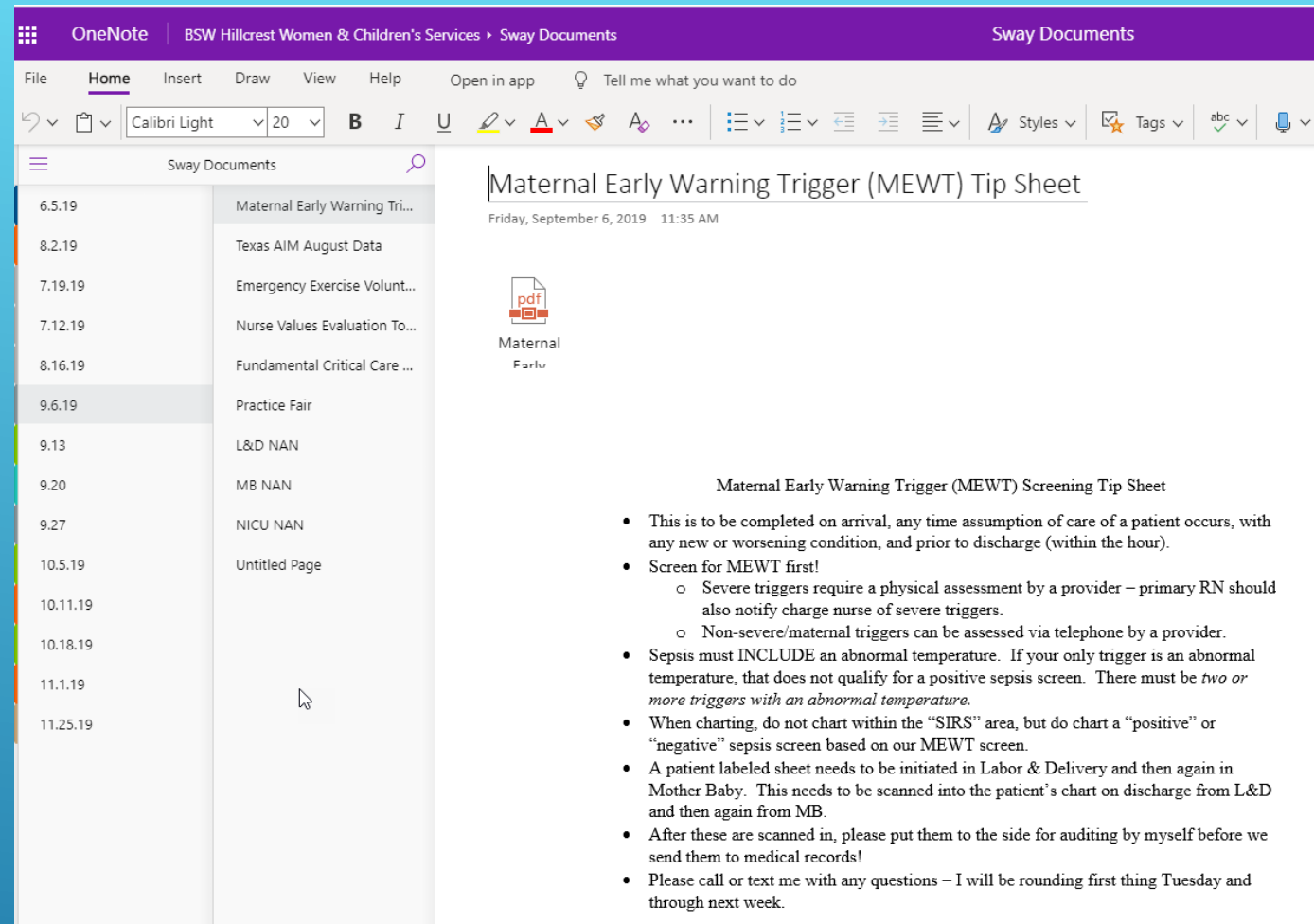
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**Suggested** Text Media Group

Heading 1 Text Image Stack Upload

# HYPERLINKS/ONENOTE

You can add hyperlinks into the SWAY to link to different websites or information. An easy way to keep all documents, is to upload into a OneNote and hyperlink to there.



The screenshot shows the OneNote interface with a Sway document open. The document title is "Maternal Early Warning Trigger (MEWT) Tip Sheet" and it is dated "Friday, September 6, 2019 11:35 AM". A PDF icon labeled "Maternal Early" is visible. The main content is a list of bullet points under the heading "Maternal Early Warning Trigger (MEWT) Screening Tip Sheet".

- This is to be completed on arrival, any time assumption of care of a patient occurs, with any new or worsening condition, and prior to discharge (within the hour).
- Screen for MEWT first!
  - Severe triggers require a physical assessment by a provider – primary RN should also notify charge nurse of severe triggers.
  - Non-severe/maternal triggers can be assessed via telephone by a provider.
- Sepsis must INCLUDE an abnormal temperature. If your only trigger is an abnormal temperature, that does not qualify for a positive sepsis screen. There must be *two or more triggers with an abnormal temperature.*
- When charting, do not chart within the “SIRS” area, but do chart a “positive” or “negative” sepsis screen based on our MEWT screen.
- A patient labeled sheet needs to be initiated in Labor & Delivery and then again in Mother Baby. This needs to be scanned into the patient’s chart on discharge from L&D and then again from MB.
- After these are scanned in, please put them to the side for auditing by myself before we send them to medical records!
- Please call or text me with any questions – I will be rounding first thing Tuesday and through next week.

## Making it easier to get things done! [WCS SharePoint Site!](#)

- Need to make a schedule trade? Request to change Status? Request to be on the Dayshift List? Fill out the [SharePoint Shift/Position Change Request Survey](#).
- Wanna submit and issue with epic? Give your input now [Here!](#)
- Tell us who is [Awesome!](#)
- Find Quality Data and Chart Audit Tools on the [Quality/Data page](#).

# ANALYTICS







My Sways

Edited

Viewed

**Analytics**

Deleted

	4/17/2020 Women's & Children's Services	025 Total views	4 min Avg time spent	55% Avg completion	09 glanced 05 quick read 11 deep read
	1/21/2020 Women and Children's "News"	098 Total views	8 min Avg time spent	90% Avg completion	07 glanced 23 quick read 68 deep read
	11/26/2019 Women and Children's "News"	084 Total views	4 min Avg time spent	87% Avg completion	08 glanced 05 quick read 71 deep read
	11/1/2019 Women and Children's "News"	110 Total views	4 min Avg time spent	85% Avg completion	11 glanced 18 quick read 81 deep read
	10/18/2019 Women and Children's "News"	088 Total views	3 min Avg time spent	81% Avg completion	11 glanced 20 quick read 57 deep read
	10/12/2019 Women and Children's "News"	081 Total views	4 min Avg time spent	92% Avg completion	05 glanced 06 quick read 70 deep read

SWAY provides analytics on views, average time spent viewing, and how many "glanced," "quick read," and "deep read" the information.

- Home
- Documents
- Who's Awesome!
- WCS Schedule Hub
  - Shift/Position Change Request
- Site contents
- Recycle Bin
- EDIT LINKS

Finish Cancel

I read News You Can Use!

Tell us who rocks!

This comment box can be used to share ideas, provide feedback, ask questions, or pass praise. :)

Finish Cancel

# SURVEYS/ ACKNOWLEDGEMENT

Provided a way to acknowledge the information provided, and an opportunity to share ideas, provide feedback, ask questions, and pass praise.

# NEWS

Women and Children's "News You Can Use!"

# IMPORTANT

## • Important Information!

- **ALL UNITS** - Please click the links below to read more about:

- [How much our linen costs!](#) An easy way for us to cut down on waste is to be cognizant of the linen we use.
- [Education's Newsletter for October!](#) It is a quick reference for all the educational changes that occurred

# HELP WANTED

Want to join the fun for the next change week? We could use your help! Below are opportunities that need volunteers. Please email Lauren Abendschein if you are interested!

- Chart Auditing for each unit
- Huddle Board Champions for each unit
- Simulation Champions

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News You Can Use!



You  
To HBMC L&D, HBMC MOTHER BABY, + 2

Aug 2  
...

It's back! We took a break last week while we were all working extra and hard to take care of our patients. Here is this weeks "News You Can Use!"

<https://sway.office.com/GYvOqCiwzMncgQE1?ref=Link>



Sway: Create and share interactive reports, presentations, personal stories, and more.

Sway is an easy-to-use digital storytelling app for creating interactive reports, presentations, personal stories and more. Its built-in design engine helps you create professional designs in minutes. With

[sway.office.com](http://sway.office.com)

Happy Weekend!

Lauren Abendschein, BSN, RN  
NPD - Specialist  
Labor & Delivery, Mother Baby  
Baylor Scott & White, Milkenist

Reply to All

QUESTIONS?

