

## Results from December 2015 Survey about the 2014 Annual SHOT Report

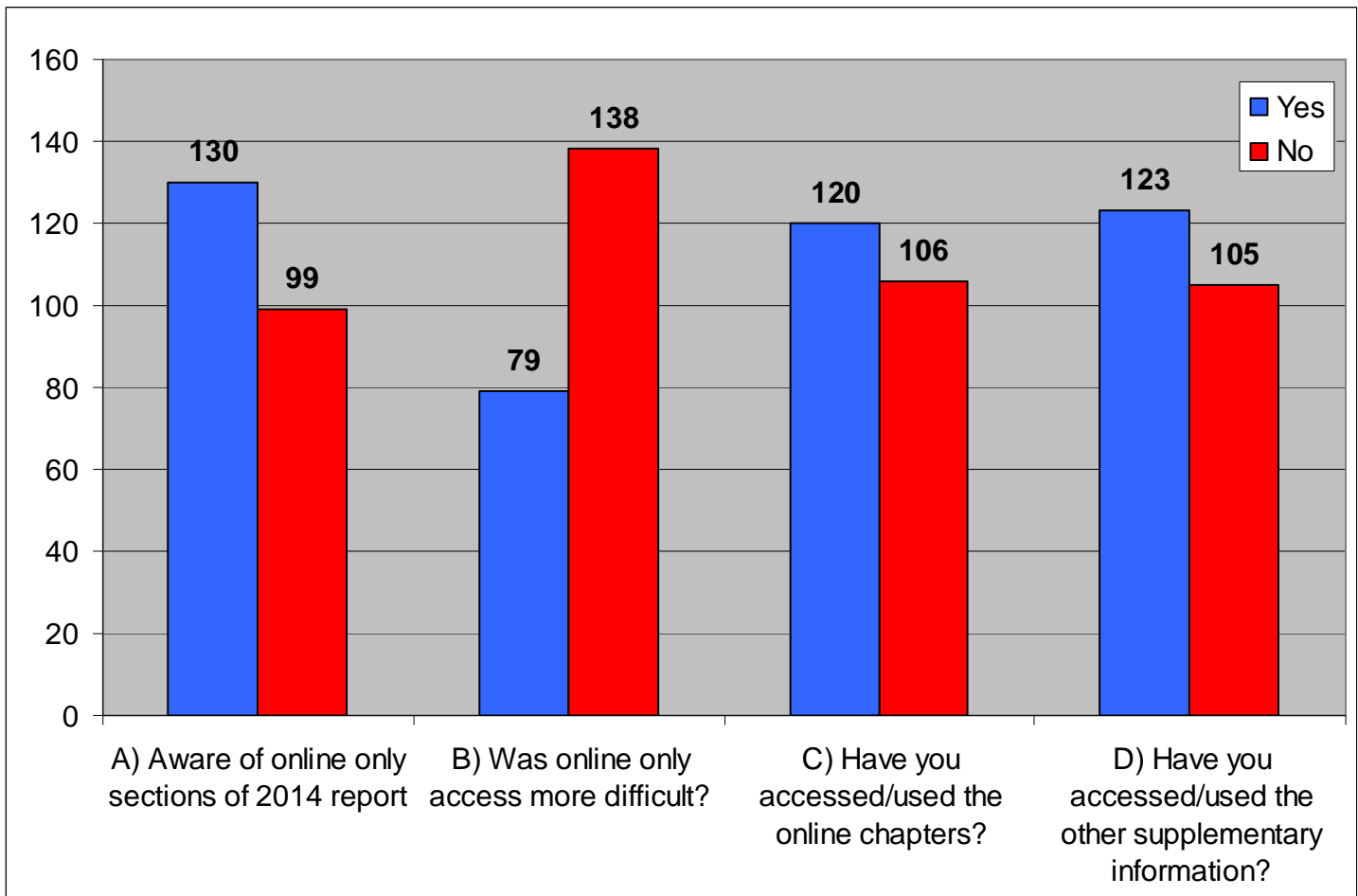
### Question 1

How difficult/acceptable would it be for your working practices if there were no printed copies of the SHOT Report and only an electronic version was available?

Absolutely fine	53
Acceptable	83
Quite difficult	76
Extremely difficult	17
	<b>229</b>

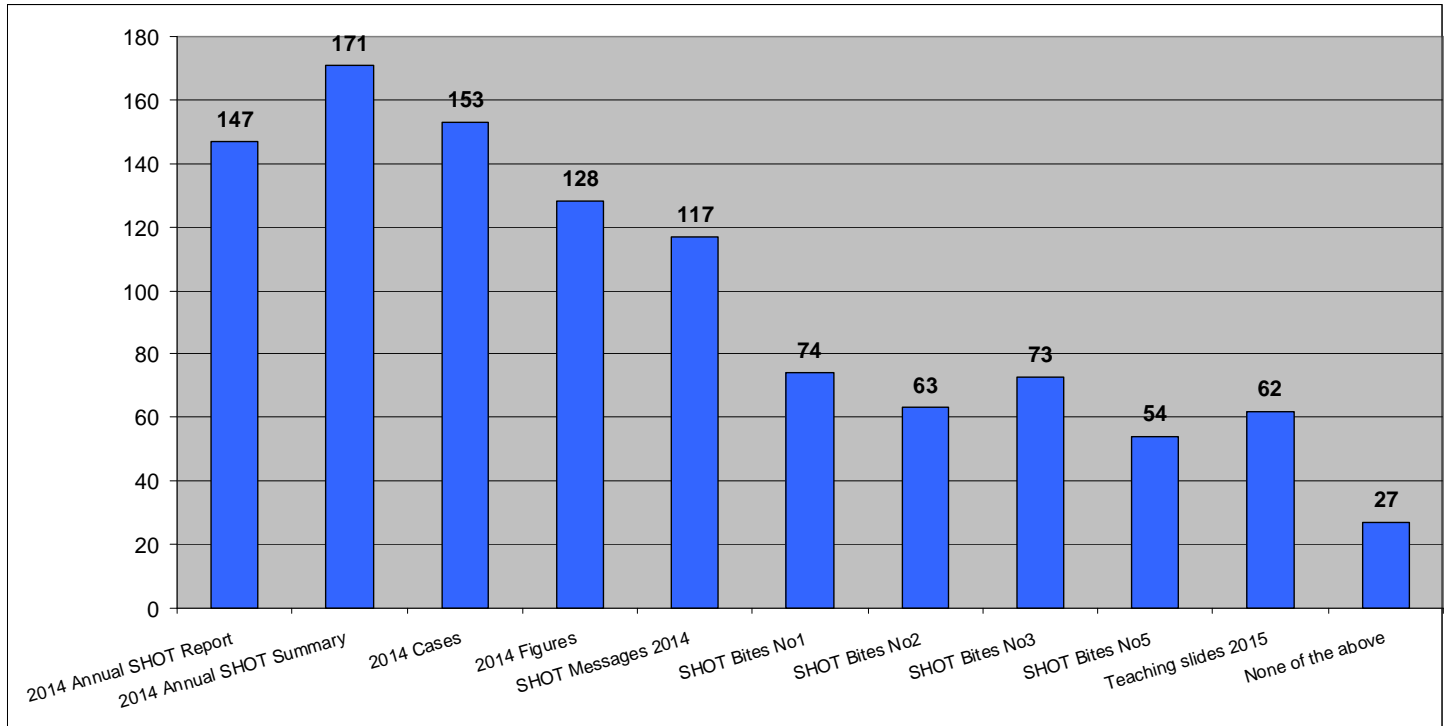
### Question 2

Please answer Yes/No to the following



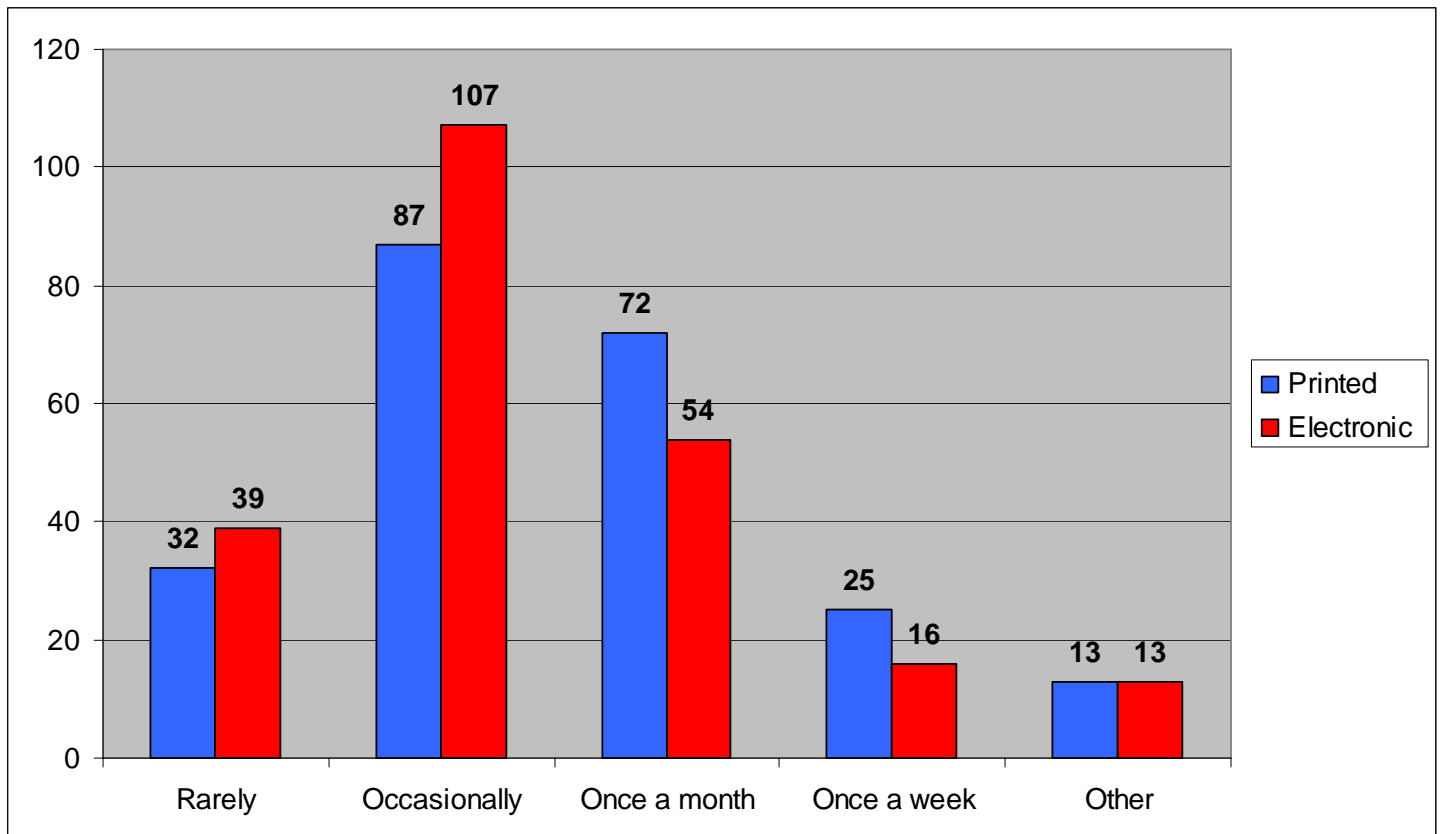
### Question 3

Which of the following current resources have you use from the SHOT website in the last six months?



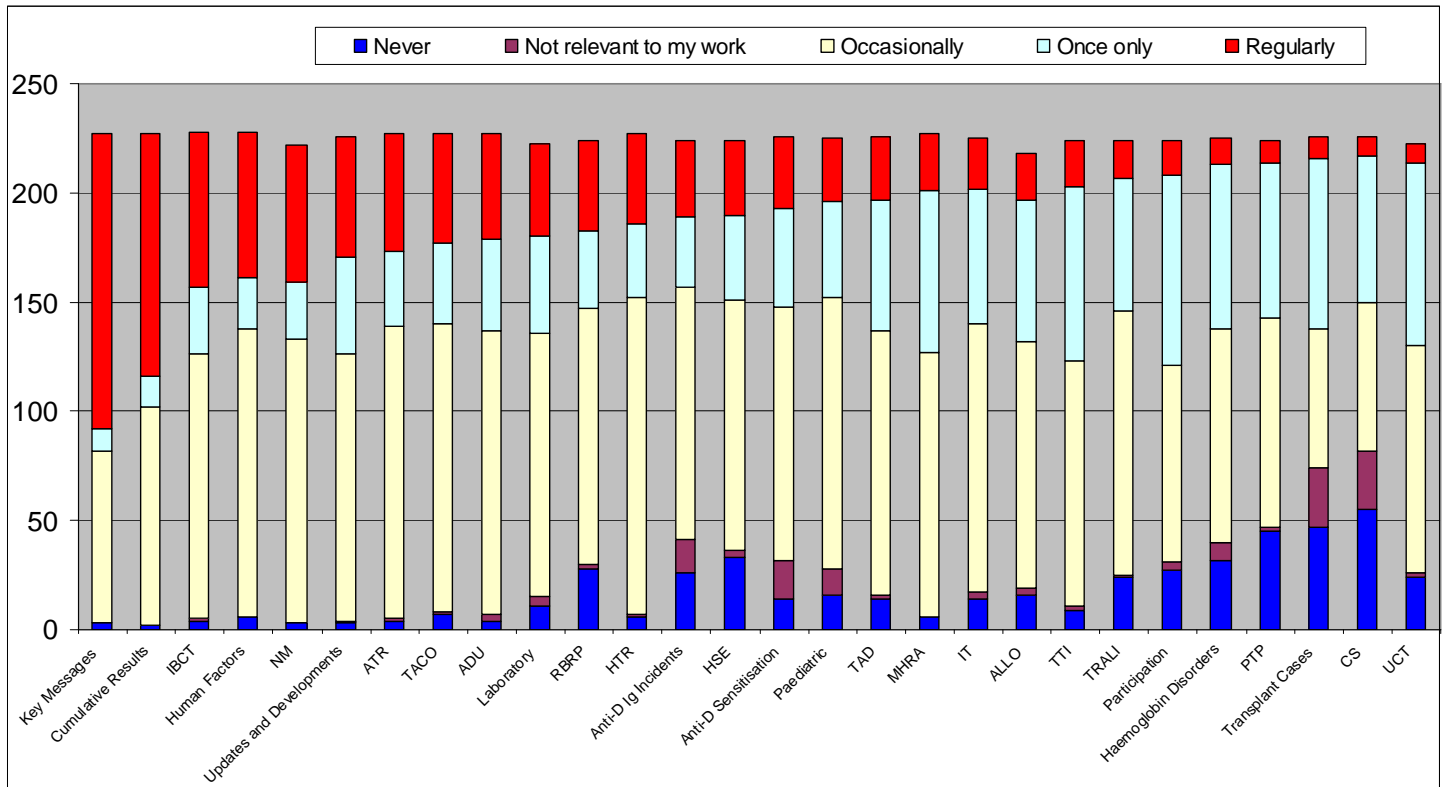
### Question 4

Approximately how often would you use a printed or electronic copy of the SHOT Report?



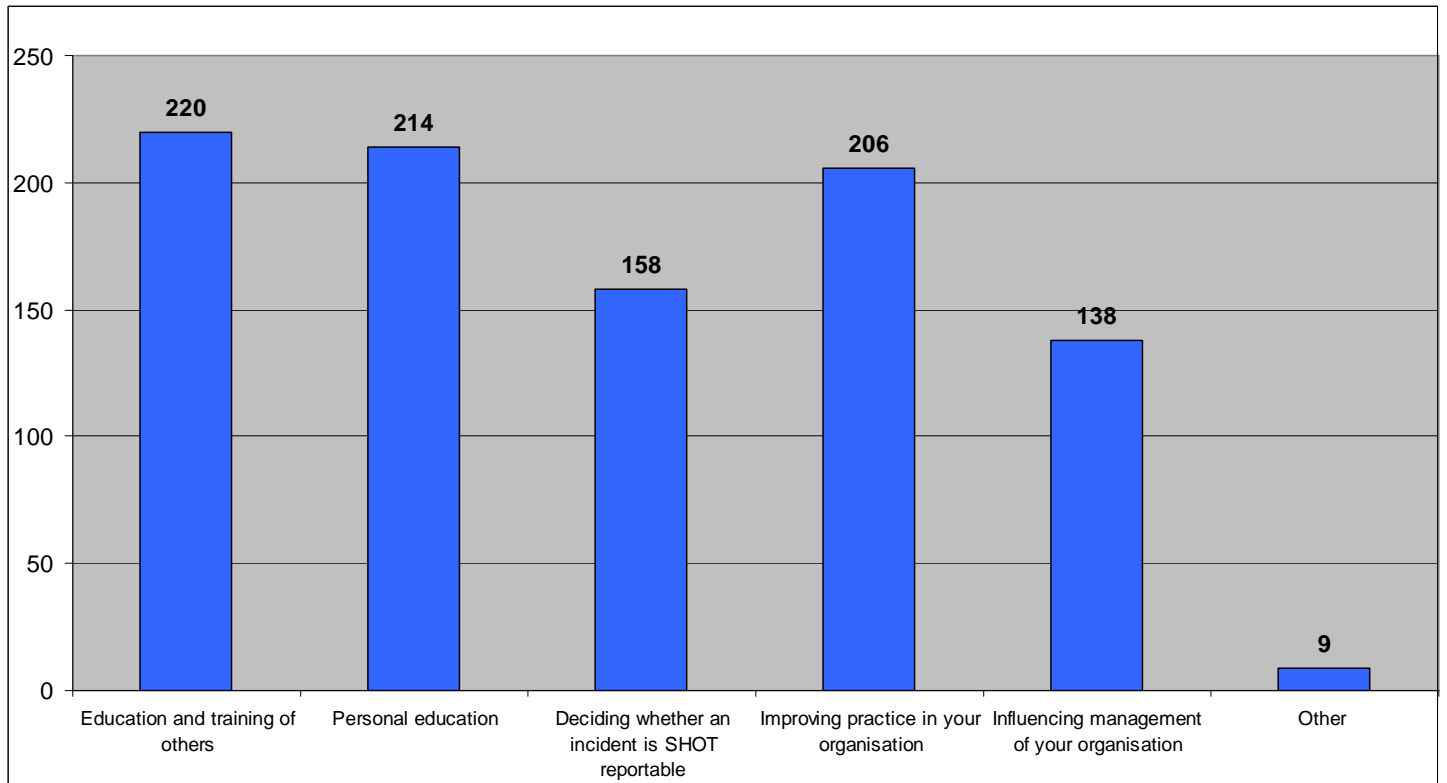
### Question 5

How often do you read or use the following chapters from the 2014 Annual SHOT Report?



### Question 6

What uses do you make of the SHOT Report (please select all that apply)



**Question 7**

Which of the following options would be acceptable to you if we decided to print fewer copies of the SHOT Report, but have electronic versions of the Report and the Summary downloadable from the website and/or distributed by email?

	Preferred option	Second choice	Third Choice	Least preferable
No printed SHOT Report available	25	22	52	130
Printed SHOT Report available by individual request to the SHOT Office	129	68	28	4
Printed SHOT Report available to purchase at a nominal cost price (approx £10-15)	3	55	85	86
No printed SHOT Report available, but a printed version of the 8-page SHOT Summary distributed by post	72	84	64	9

**Question 8**

Please tick which statement best describes your access to any device on which you could read an electronic version of the SHOT Report?

Full access via a work computer and/or work mobile device at any time	197
Partial access at work and may have to wait a short time or use personal device	19
Very occasional access at work, may have to wait a long time or use personal device	2
No access via work devices, but full access via personal device	0
No access via work devices or personal devices	1
Other	10

**Question 9**

What is your occupation?

Transfusion Practitioner	133
Transfusion Laboratory Manager	52
Laboratory Scientist	16
Nurse	1
Junior Doctor	0
Consultant (doctor)	9
Quality Manager	5
Clinical Risk Manager	1
Other	12

**Question 10**

Any other comments?

- just one printed copy per hospital might be useful
- 1 printed copy per lab
- 1 printed report to share for the department plus summaries

<ul style="list-style-type: none"> <li>• A copy in the lab is useful for training and I use it regularly. For reports and other training electronic copies are fine</li> </ul>
<ul style="list-style-type: none"> <li>• A key points and recommendations powerpoint presentation would be very useful</li> </ul>
<ul style="list-style-type: none"> <li>• A more concise summary, for blood sciences managers who don't have a specialist background in transfusion. This would help with leverage/negotiation with mine!</li> </ul>
<ul style="list-style-type: none"> <li>• A single hard copy plus Electronic access.</li> </ul>
<ul style="list-style-type: none"> <li>• a single printed copy would be absolutely great</li> </ul>
<ul style="list-style-type: none"> <li>• A summary report is essential</li> </ul>
<ul style="list-style-type: none"> <li>• A written report is the most convenient and accessible way to access information.</li> </ul>
<ul style="list-style-type: none"> <li>• Access to full hard copy is essential. I personally find it extremely hard to read lots of text etc online.</li> </ul>
<ul style="list-style-type: none"> <li>• Always a useful and comprehensive source of information. I do like access to a paper version as hospital IT can be frustrating. The slide presentations are extremely helpful for training and lessons learned documents are well received so perhaps if we could see these with more regularity.</li> </ul>
<ul style="list-style-type: none"> <li>• An easily available printed copy is best</li> </ul>
<ul style="list-style-type: none"> <li>• As the TP I understand SHOT, to hold up the SHOT report makes it real to those who never have any dealings with it. I use the book to explain to staff the importance of reporting incidents and prove that those serious cases are investigated fully and shared with other hospitals for learning</li> </ul>
<ul style="list-style-type: none"> <li>• By far the most used page is the page with the graphs and summary of main findings and cumulative results (page 21 in 2014 report) and I usually pick out some of the interesting cases that are relevant to the specialty I am delivering training to cover and I book mark them in the printed report. At the moment I do not always have access to a computer terminal or mobile device when delivering training, but the Trust is investing in IT and WiFi so going forward in the next couple of years, it should not be a problem - there should be more work mobile devices to use.</li> </ul>
<ul style="list-style-type: none"> <li>• Charts and diagrams, examples of incidents</li> </ul>
<ul style="list-style-type: none"> <li>• Could we have a recommendations/gap analysis template in word format so that we can audit ourselves against the findings?</li> </ul>
<ul style="list-style-type: none"> <li>• could we not just have 1 reference copy per trust ?</li> </ul>
<ul style="list-style-type: none"> <li>• Cumulative data is becoming meaningless as the time scale is now too long &amp; reporting is so much improved.</li> </ul>
<ul style="list-style-type: none"> <li>• Data issued by SHOT is often used to promote good practice and highlight difficulties in certain key areas.</li> </ul>
<ul style="list-style-type: none"> <li>• data online in word format</li> </ul>
<ul style="list-style-type: none"> <li>• Do well with printed copy and on line access</li> </ul>
<ul style="list-style-type: none"> <li>• Electronic teaching materials would be appreciated more than a printed report</li> </ul>
<ul style="list-style-type: none"> <li>• E-mail alert of report</li> </ul>
<ul style="list-style-type: none"> <li>• Email prompts with links to access.</li> </ul>
<ul style="list-style-type: none"> <li>• e-mailed electronic publications</li> </ul>
<ul style="list-style-type: none"> <li>• Enjoy listening to the presentations of the reports/findings/case studies at conferences. Clinicians in my Trust enjoy listening to the case studies, and this encourages a lot of debate.</li> </ul>
<ul style="list-style-type: none"> <li>• Find all the data really useful</li> </ul>
<ul style="list-style-type: none"> <li>• Find it very difficult to read and digest papers electronically and so we end up printing them out anyway to make notes and easily turn to cross reference or revisit statements. However I understand that everything boils down to cost and it's an easy one to off load. We waited and waited for this year's SHOT report to arrive, but it didn't come to our office this year and TBH we never thought to check online just in case, therefore the TPs weren't aware that it was out for a long time after the event, and we weren't aware that parts were only electronic.</li> </ul>
<ul style="list-style-type: none"> <li>• For question 7 we had more than one least preferable choice. We would like to have graded the 2nd 3rd and 4th option as a 4 as well as the first option.</li> </ul>
<ul style="list-style-type: none"> <li>• graphic presentation very useful as SHOT report is an excellent source of data for teaching</li> </ul>
<ul style="list-style-type: none"> <li>• Happy with current content, but would always like at least one printed copy for the HTT should the IT system fail</li> </ul>
<ul style="list-style-type: none"> <li>• Having a printed copy is very useful for quick reference. It is also good to be able to take it to training sessions to show people what it looks like. I would like to have a printed copy but it would be ok if SHOT perhaps reduced the number of copies it distributed automatically to say 1 copy per Trust/site and then charged for any additional printed copies required.</li> </ul>

<ul style="list-style-type: none"> <li>• I always take my hard copy of the SHOT report on my summer holiday to read from cover to cover. Im not a big fan of novels etc and find that a) this is the only time i get to read it properly and b) as it almost coincides with its release i update myself nice and early. Please dont take mine away!</li> </ul>
<ul style="list-style-type: none"> <li>• I am a transfusion Practitioner with scientific background ,I dont mind having an electronic copy because I can circulate information electronically to the relevant teams ie anti d to the midwives. However I do believe having a paper copy in the laboratory is key so people have it visible to them otherwise you wont exist in their eyes.To be honest they dont really look at it . Also it is a belief that SHOT is ward based only . Or maybe go paperless but send the chapter on lab errors to the labs for their thoughts and actions and then refer to website for the full report. I have a concern that younger staff and the high turn over of staff I dont think they refer to papercopies everything is on the net but I always wonder how you would get to know about this . You only know what you know. As I went through survey I thought I didnt know that and will look at SHOT site again to check If Ive missed anything.Also newsletter thankyou very helpful</li> </ul>
<ul style="list-style-type: none"> <li>• I am happy with it as it is</li> </ul>
<ul style="list-style-type: none"> <li>• I do not have access to a colour printer therefore a coloured printed summary is very much appreciated as a handout for training. There is no need for the full report to be printed as it is easy to read online and I direct the nurses/laboratory staff to the full online version from the summary handout.</li> </ul>
<ul style="list-style-type: none"> <li>• I don't get a copy of the shot report printed or electronic snapshots!</li> </ul>
<ul style="list-style-type: none"> <li>• I find a paper copy much easier to read. I can also read it when I am in places or situations where electronic access is not a option. I always try to read all of the SHOT report I know I wouldn't if it was all electronic I also doubt that my Trust would buy a copy.</li> </ul>
<ul style="list-style-type: none"> <li>• I find the Annual SHOT Report a very useful document in my role and have made great use of hard copies over the years.</li> </ul>
<ul style="list-style-type: none"> <li>• I find when educating staff showing the SHOT report and discussing case studies highlights awareness</li> </ul>
<ul style="list-style-type: none"> <li>• I had no idea that the printed SHOT report was not a comprehensive version and therefore have not read any of the online material. I use the hard copy every week and would be very hindered if it was only online. SHOT report is an essential and central part of our work as TPs and I do not think we should have to pay for this or seek it out other wise it could end up not being used. I think the best way is to have the full report posted to each hospital. If this is too costly then the full report should be available free of charge to print off for use locally. I find it very difficult to work from an online document.</li> </ul>
<ul style="list-style-type: none"> <li>• I have found that it is much easier to access the SHOT report in hard copy and use it frequently in hard copy as part of training. Would still like a hard copy of the final report but dont need the summary in hard copy as i often access and print this electronically for individuals.</li> </ul>
<ul style="list-style-type: none"> <li>• I like a hard copy of the report as I tend take it home to read and I make my own notes in it, however my admin assistant regularly uses the on-line version, I also use the on-line version at work</li> </ul>
<ul style="list-style-type: none"> <li>• I like it as it is. It has always been a very readable and useful document I was not aware there were on line chapters not in the book</li> </ul>
<ul style="list-style-type: none"> <li>• I like the annual SHOT meeting to report on the data</li> </ul>
<ul style="list-style-type: none"> <li>• I like the summary presentation I would like to easily copy and past parts of the electronic version. I mainly return to the SHOTreport if we have an incident an i want to know how common it is in other places. e.g PTP reaction. Also use it to add weight to any change of practice</li> </ul>
<ul style="list-style-type: none"> <li>• I like what is available at present</li> </ul>
<ul style="list-style-type: none"> <li>• i look forward to receiving the printer full shot report which i can read at any time and do not need access to a computer. I think i would be less likley to read the full report if it was electronic only</li> </ul>
<ul style="list-style-type: none"> <li>• I personally prefer a printed copy as reading a lot of information from a screen is sore on the eyes. Also I do not have home access and therefore take the printed copy home to read. We also bring the printed copy to all teaching as staff are surprised at the size of the book and we can also go to book marked pages in the book to refer to relevant cases depending on audience. I would not like to see the printed copy go.</li> </ul>
<ul style="list-style-type: none"> <li>• I personally prefer the written report, however, I do access the on-line information particularly SHOT cases and data.</li> </ul>
<ul style="list-style-type: none"> <li>• I prefer the printed SHOT report and find it easier to refer to older versions too. It is much easier to read, not as harsh on the eyes as on the computer. No changes needed in the presentation</li> </ul>
<ul style="list-style-type: none"> <li>• I still enjoy receiving the Hard copy of the SHOT report which I do read and is a useful reference if there are issues with connectivity to internet. However if I am looking for a particular issue a word search using 'find' on the electronic version is extremely useful. I think limit the copies that are printed, however I think they still have a certin valuer - perhaps one copy per reporting hospital.</li> </ul>

<ul style="list-style-type: none"> <li>• I think one copy per organisation would be a happy medium. The TP would be the best person to hold the printed copy.</li> </ul>
<ul style="list-style-type: none"> <li>• I think the printed SHOT report is really useful, please carry on printing it</li> </ul>
<ul style="list-style-type: none"> <li>• I understand why you would need to review this as I'm sure the printed copies are expensive to produce. I do access the online report, however I still like to use the printed copy too and I believe we would really miss our printed copy we have handy in the office.</li> </ul>
<ul style="list-style-type: none"> <li>• I use my printed copy all the time - and I have all of them. I still use vignettes from previous reports for teaching and assessing errors and all my copies are well thumbed, annotated in the margins and have loads of page markers. In my HTT however I am the only one to do this and would be happy to request only or pay a small charge (it would have to be me though....not the Trust)</li> </ul>
<ul style="list-style-type: none"> <li>• I would appreciate being able to access data re: Wrong blood in tube incidents more easily</li> </ul>
<ul style="list-style-type: none"> <li>• I would be happy to print my own version of the SHOT report/summary if a link was sent out to me when the report/summary was available</li> </ul>
<ul style="list-style-type: none"> <li>• I would like to continue using the SHOT report as I do now.</li> </ul>
<ul style="list-style-type: none"> <li>• I WOULD PREFER TO KEEP A HARD COPY OF THE REPORT. FIND IT EASIER TO LOOK UP SPECIFIC SECTIONS. IT'S PORTABLE SO HANDY FOR READING AT HOME OR READING ON THE TRAIN ETC.</li> </ul>
<ul style="list-style-type: none"> <li>• I'm very pleased that there are less recommendations this year as I feel we are drowning in recommendations and action plans: NICE, PBM, BCSH, SHOT, NCA etc etc.</li> </ul>
<ul style="list-style-type: none"> <li>• In a way that can be understood by different staff groups when using for training. Clear terminology and making the point that different staff groups are responsible not just the person that transfused the blood.</li> </ul>
<ul style="list-style-type: none"> <li>• It is easier to read a hard copy.</li> </ul>
<ul style="list-style-type: none"> <li>• It is helpful to have some consistency in the structure of the report and the way that data is arranged so that comparisons between years can be made easily.</li> </ul>
<ul style="list-style-type: none"> <li>• It is useful to have the reported incidents displayed as a pie chart as it can be easily displayed and discussed at training sessions. Key SHOT recommendations are really useful.</li> </ul>
<ul style="list-style-type: none"> <li>• It is very useful to have a printed copy to take along when training staff to look up answers to questions. It has sometimes been difficult if not impossible to gain access to the online SHOT report due to the hospital outdated computer system.</li> </ul>
<ul style="list-style-type: none"> <li>• It would be nice to have 2 full hard copies. One for TP and one for Blood Bank Manager as they are easier to refer to</li> </ul>
<ul style="list-style-type: none"> <li>• Its a really good resource for teaching. The summary especially is a great resource-include more info in this like case studies.</li> </ul>
<ul style="list-style-type: none"> <li>• Local and reporting numbers on every page when completing report.</li> </ul>
<ul style="list-style-type: none"> <li>• May be one full printed SHOT report sent to TPs only as they use as education tool Like the slide presentations</li> </ul>
<ul style="list-style-type: none"> <li>• My hard copy is very well thumbed and I often refer back to previous ones looking for particular incidents or recommendations.</li> </ul>
<ul style="list-style-type: none"> <li>• On line copy preferred ,availability of a desk top icon and web link</li> </ul>
<ul style="list-style-type: none"> <li>• online</li> </ul>
<ul style="list-style-type: none"> <li>• Other members of staff who may not have access to a computer regularly use the printed report regularly</li> </ul>
<ul style="list-style-type: none"> <li>• Paper copy - easy access, can take it anywhere to read.</li> </ul>
<ul style="list-style-type: none"> <li>• Perhaps a quarterly incident summary including trends throughout the year would be of use and a reminder to all</li> </ul>
<ul style="list-style-type: none"> <li>• Personally if printed reports stop I would like to receive my report via a email so that I can save onto an encrypted stick and take it with me for training sessions.</li> </ul>
<ul style="list-style-type: none"> <li>• Please could the action plan templates be in Word so that we can add to them, rather than PDF?</li> </ul>
<ul style="list-style-type: none"> <li>• Prefer hard copy of report, as I travel across many sites, and like to take the book with me, when doing presentations so that people can look at it.</li> </ul>
<ul style="list-style-type: none"> <li>• Printed annual summary &amp; full report online</li> </ul>
<ul style="list-style-type: none"> <li>• printed report is invaluable resource</li> </ul>
<ul style="list-style-type: none"> <li>• Printed report is reviewed when released and an action plan developed for any improvements/changes we wish to make to Trust policy as a result of the report. The report is then accessed from time to time when information is required. The consultant haematologist prefers a printed copy of the report. It would help if a member of the SHOT team could come and present the main findings annually for medical staff, I feel this could be of great help.</li> </ul>
<ul style="list-style-type: none"> <li>• Printed report of hospital errors v useful for education and competency testing exercises</li> </ul>

- printed versions are better to read through as a personal opinion
- Reading online documents is difficult, so would need a printed copy.
- Reasonably new and back to area but I really value the SHOT report, underline sections, use it to refer to and reinforces policies, etc.
- Regarding Q7 I would like to have an electronic version and a hard copy of the summary PLUS the Key Messages and Learning Points
- Regional figures compared to national.
- sometimes feel the data on the graphs goes back too many years and loses it meaning/ significance. However it is good to demonstrate downward trends or increasing trends
- The case studies are the most useful for educational purposes. I use hard copy as part of enquiry based learning, which requires the resources to be physically available during a teaching session.
- The issues with not having a printed copy are not related to ease of access to a PC/mobile device. The electronic version is more difficult to navigate than a paper version. The paper version is much more convenient for quick reference.
- The main problem I've had is that when trying to access the SHOT report on line the system crashes. This happens on the work computer and on my personal computer at home and has happened on the last 2 reports. So the last 2 years we have had to request an email version that we can save and hopefully access that way. So I've ended up using the paper copy quite a lot for this reason. If it wasn't for the computer problem I wouldn't mind not having a paper copy personally.
- The report and summary are both fit for purpose
- The report is laid out very clearly.
- The report is too complicated, even the summary is often difficult to understand. The key recommendations need to be hunted down. A brief powerpoint presentation ready for use would be helpful for meetings and a gap analysis document in word format. Often the recommendations are too woolly and difficult to see how to implement.
- The report is very detailed. The presentation in printed form is very important to me, although it's availability electronically is of course valuable too
- The short report summary is the most useful document for teaching junior doctors who are not doing haematology as a career. Would still like a paper copy of this.
- The SHOT reports are integral to my training and daily practice and I would really struggle without one. I'm a TP and did not receive a hard copy through the post this year. It was only because there was a spare one from the Lab that I managed to get one at all. The SHOT reports are invaluable in the teaching of others and are central to my role. Perhaps if the decision is made to no longer provide them, they could just be provided to the Transfusion Practitioners.
- The SHOT Summary is an excellent visual aid when training. Staff can actually see that what they do has a direct impact on patients. It makes it more real than just what 'could happen'
- The slides and graphs are useful for educational purposes
- The Summary as a hard copy is always useful for reference at specific meetings and to update training sessions.
- The summary is the most useful document.
- The summary/ Report does hold gravitas when you take it to a meeting to say we need to change processes, and a nice looking glossy version is useful for those situations. I have mostly used the online version as navigation through is quicker and easier (you can also keyword search, which can't be done easily with paper)
- There should be a printed report for all Transfusion Practitioners in the country.
- This is a valuable resource and should remain easily accessible electronically and hard-copy. There could be an opt out option for those who do not require a hard-copy, but I know many TP's are very reliant on having a hard-copy.
- Very happy with report format
- We do find the full hard copy useful and occasionally refer to previous years' reports.
- We find the printed copy of the SHOT report as a very useful resource for a multiple reasons.
- Would be helpful to have the graphs etc. in word and not pdf so I can use them for teaching.
- Would prefer one printed version of report /lab plus multiple copies of summary report or even single page laminated summary.
- You're doing a fine job ... I just wonder how the 'merger' with SABRE will be incorporated, if at all, into future reporting ... best wishes and many thanks.