Introduction to Lean in the OR: Course Objectives

Objectives	Content (Topics)	Time Frame	Presenter or Author	Teaching Method
Welcome and Course Orientation Familiarize participants with the format of the presentation lessons and the structure of the online quizzes. Take a sample quiz.	Learn to navigate the Articulate Presenter interface. Take an online quiz, like the ones that will follow every other lesson.	5:08 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Introduction to the Lean OR Provide an overview of how Lean is applied in an OR environment, and set the stage for the lessons to come.	Introduction to Lean (General) What are the Lean tools that apply in an OR or in a hospital? Is Lean appropriate for healthcare environments? What can we expect to learn in this course	18:44 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 1 Learn to assess the Current State of the OR performance. Develop a Master Plan for Lean Process Improvement.	The Lean OR/Hospital Roadmap. Value Stream Mapping methodology. How to create a process improvement Master Plan.	16:53 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.

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Lesson 2 Learn why training OR and Hospital leadership is critical to sustain Lean improvements. Understand who to train, what to train them on, when to train them, and how to provide that training.	Why, Who, What, How, When, and Where with respect to OR and Hospital Leadership training.	16:22 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 3 Understand what a Performance Dashboard is and why it is important. Learn what a Dashboard Process Owner is. Develop the data elements to be included in the Dashboard. Understand the concept of "pitch".	The basics of performance dashboards. How to build a dashboard and what data to include. Building an electronic database for the dashboard's data.	15:32 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 4 Learn the basics of Kaizen as Lean's main deployment tool.	What is Kaizen? Why Kaizen? What are the different types of Kaizen? What is the Value Stream approach? What are the global Kaizen Event steps? What is the roadmap for an O.R. Kaizen? What is the role of the Kaizen Leader? Forms of waste.	36:38 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.

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Lesson 5 Learn why training all OR and Hospital staff is critical to sustain Lean improvements. Understand Who to train, What to train them on, When to train them, and How to provide that training.	Why, Who, What, How, When, and Where with respect to OR and Hospital staff training.	16:21 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 6 Learn the basics of the A3 method for Goal deployment after a value stream analysis.	What is the A-3 method? Why is A-3 useful? What is the A-3 Team Charter? How do you use the A-3 X-Chart? How do you use the A-3 Status Report Chart?	21:43 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 7 Learn the importance of developing Unit-specific Master Plans.	Students will be referred back to Lesson 1.	13:26 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 8 Learn the 7S tool for Housekeeping and Organization of the OR and the whole hospital.	What is 7S? A Roadmap for a successful 7S project. Why the additional 2Ss? One mini-case study.	48:59 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.

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Lesson 9 Learn the Kanban tool for medical supplies management in the OR and the whole hospital.	What is Kanban? Why must the PAR level system must be eradicated? A Roadmap for a successful kanban project. One mini-case study.	38:30 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 10 Learn the Quick Changeover (turnover) tool for improved Procedure room utilization in the OR and hospital-wide patient room utilization.	What is Quick Changeover? Benefits of improved OR turnover. A Roadmap for a successful Quick Changeover project. One mini-case study.	29:25 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 11 Learn to implement a Kaizen suggestion system. Understand the basics of Quick-and-Easy kaizen.	What is Quick and Easy Kaizen? How leadership needs to lead Continuous Improvement. How to develop a suggestion database. Learn the suggestion review, approval and implementation process. Review the steps for developing a business case. How to document Kaizen results and metrics.	20:12 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 12 Learn how and why to institute Continuous Process Improvement Teams in each unit/department.	Who will oversee Lean projects in a unit? Why do improvements need to be approved? What are the CPI habits that managers need to have? Who is driving the Lean improvement culture? What happens if management does not lead?	13:37 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.

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Lesson 13 Understand the role of Lean Mentors in the long term sustainability of the Lean initiative and the adoption of the Lean culture in the OR and hospital-wide.	What is a Lean Mentor? Who are good candidates for Lean Mentor? How should Lean Mentors be trained? What are the core requirements? What are the certification topics? What are the expectations for a Lean Mentor?	19:38 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 14 Learn the steps to be taken to ensure sustainability of results and the stability of processes affected by the Lean initiative.	What is a "stable" process? What are the main elements of sustainability? Describe two keys to sustainability; The Steering Committee and The Process Owner. What is the "Fishbowl" and how is it used?	17:36 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Lesson 15 Learn how to develop and conduct an audit of the status of the Lean initiative after the roadmap steps have been completed.	What does the Roadmap Audit include? How soon should the audit be done? Can we get some good PR out of this? What happens if we don't pass? What is the roadmap after the audit?	11:17 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter audio and video lesson, plus online quiz.
Certificate Exam Take a 60 question online exam, in order to earn a certificate of completion.	Questions will be asked regarding the content of every lesson, with a target of 1 minute per lesson.	60 minutes.	Gerard Leone Richard D. Rahn	Articulate Presenter online quiz.