

# Transition Checklist for Supply Chain Personnel



New design standards are in place for small bore connectors used on medical device tubing including new connectors for enteral, neuraxial, and respiratory devices. The new ISO 80369-6, NRFit connector for small neuraxial connectors, will no longer fit into ports other than the type for which they are intended, reducing the risk of misconnections between unrelated systems.

Every organization has a different process for implementing change, but all require a well-informed, properly prepared cross-functional team. Use the following STEPS as a discussion guide for your transition team.

**This is not intended to be a complete list, but use the STEPS below to get started:**

<b>S</b>	<b>Supplier communication</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Familiarize yourself with all the product-specific changes</li> <li><input type="checkbox"/> Understand anticipated timing and product availability for the transition</li> <li><input type="checkbox"/> Obtain item number changes with a cross-walk from product with current connectors to new NRFit connector</li> <li><input type="checkbox"/> Clarify return policies during transition</li> </ul>
<b>T</b>	<b>Training</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Identify timeline for product availability in the facility and communication channels</li> <li><input type="checkbox"/> Reduce excess inventory and discourage stockpiling of existing products to prevent:                             <ul style="list-style-type: none"> <li><input type="checkbox"/> delayed transition</li> <li><input type="checkbox"/> inability to administer therapy</li> <li><input type="checkbox"/> added carrying costs</li> </ul> </li> </ul>
<b>E</b>	<b>Education</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Communicate importance of connector changes to enhance patient safety</li> <li><input type="checkbox"/> Prepare supply chain staff to order new products with proper connectivity</li> <li><input type="checkbox"/> Communicate the date of the transition within your facility and a list of all devices affected by the transition</li> <li><input type="checkbox"/> Direct product-specific questions to the manufacturer/supplier</li> <li><input type="checkbox"/> Direct procedural questions to a multidisciplinary transition team</li> </ul>
<b>P</b>	<b>Process</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Assemble a multidisciplinary transition team including but not limited to clinicians (nursing, prescribers, pharmacy), supply chain, IT, risk managers, patient safety officers, biomedical engineers</li> <li><input type="checkbox"/> Transition teams should fine-tune processes for new NRFit connectors</li> <li><input type="checkbox"/> Evaluate current procedures and supply chain needs during transition</li> </ul>
<b>S</b>	<b>Supply management</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ask suppliers to have staff available on the day of the transition as there is likely to be a lot of equipment to be moved around                             <ul style="list-style-type: none"> <li><input type="checkbox"/> Reduce excess inventory of devices with current connectors</li> <li><input type="checkbox"/> Allow new NRFit Connectors to flow through inventory</li> <li><input type="checkbox"/> Avoid overstocking new neuraxial products</li> </ul> </li> </ul>