PREPARATION

- Identify a date and time to conduct simulation
- Identify the specific individuals for participation:
  - Assign facilitator(s)
  - Assign debriefer(s)
  - Ob/Gyn Department Staff
    - Ob Nursing Staff
    - Rapid Response Team (if applicable)
    - Anesthesia Staff
    - NICU/Pediatrics
    - Ancillary services (as applicable for the scenario)
      - Laboratory
      - Blood bank
    - Simulation technician (if applicable)
  - 2 - 4 weeks prior: confirm participation of identified departments and individuals
  - 1 week prior: schedule meeting with participants to discuss logistics/case flow/debrief flow
  - 1 day prior: call/remind ancillary staff of potential calls day before drill
  - 1 day prior: assign participants into groups and develop alternation schedule (if applicable)
  - 1 day prior: set up simulator with simulation technician (if applicable)

DAY OF SIMULATION

- Run simulation drill(s)
- Conduct debrief
- Debriefers schedule post-drill meeting with Ob/Gyn leadership
- Debriefers complete and return:
  - Facility Protocol Change Form
  - In-situ Drill Feedback Form