PROJECT : REDUCING PAPER

1

WHAT?

Move from paper based to digital where possible to reduce paper use.

2

WHY?

Paper is wasted when tasks could be completed digitally.

3

HOW?

Check if information can be processed digitally such as forward emails when informing GP's,
Encouraging patients to request for information digitally. and send it by email rather than printing
Encourage more electronic prescriptions - asked GPs to switch to electronic when a request prescription arrives.
Check if blood test forms had already been printed before printing another one

4

WHO?

Practice manager, admin team, clinicians, all staff.

5

WHAT WENT WELL?

limplementations were visible

6

EVEN BETTER IF?

It can be hard to switch to the mentality if going digital as some people find print format easier as that is what they are used to and if not reminded would fall back into it. Need to create posters to present information in a more simplistic manner.

RESOURCES

NHS digital https://digital.nhs.uk/

Doing what we do, but a bit greener

Dr Matt Sawyer

See Sustainability