

Where can I get a list of guidelines for scheduling cases, moving cases, etc.?

The scheduling guideline is to follow the ordered priorities: (1) safety, (2) surgeon open access to OR time on any future workday for elective cases, (3) minimizing over-utilized OR time on the day of surgery to maximize OR efficiency, and (4) reducing patient and surgeon waiting from scheduled start times on the day of surgery. For additional information, [click here](#) to download a lecture and [click here](#) to get details about how to customize lessons for your facility. The following are review articles: [Making management decisions on the day of surgery based on operating room efficiency and patient waiting times \[PDF\]](#), [Impact of service-specific staffing, case scheduling, turnovers, and first-case starts on anesthesia group and operating room productivity: tutorial using data from an Australian hospital \[PDF\]](#) and the most recent [Fundamentals of operating room allocation and case scheduling to minimize the inefficiency of use of the time](#). They are used in my [intensive course](#) and several of my [briefer courses](#).

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