



INTERNAL MEMO

Priority:

Yellow

Action:

SHARE with all staff

Relevance:

Program Update

Date: 6/18/2024

To: All staff and physicians

From: Katherine Podaima, Regional Lead, Quality, Risk & Patient Safety

Re: We are now reporting occurrences electronically with RL

As of today, Interlake-Eastern RHA is reporting occurrences online with the RL Reporting system.

We are no longer using the blue occurrence report form and white supplemental investigative report form. All reporting is to be done electronically using RL.

As we embark on our use of RL, there may be adjustments and transitions needed. A comprehensive support system is in place to guide you through.

This [page on StaffNet](#) has background information on RL training on LMS and resources including helpful links that include the following:

- Shared Health webpage where RL resources will be posted:
<https://healthproviders.sharedhealthmb.ca/integration-and-clinical-planning/patient-safety/rl/>
- RL Patient Safety Event Reporting Document:
<https://healthproviders.sharedhealthmb.ca/files/rl-patient-safety-submission-qrg.pdf>
- LMS login:
<https://sharedhealthmb.learnflex.net/include/login.asp>

Thank you to those who have invested in RL training to ease your conversion to online occurrence reporting.

If you require assistance with the new RL online system please speak with your manager and they will connect you with a super user who has been trained to support staff in their use of RL.