

# IMPROVING THE QUALITY OF THE ORNAC STANDARDS

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The *ORNAC Standards, Guidelines, and Position Statements for Perioperative Registered Nurses (ORNAC Standards)* represent consensus on the content based on the best-available and reviewed literature for the perioperative environment.

This poster describes the ORNAC's Standards Committee's process to develop each edition and illustrates how each committee's dedication is translating into higher quality standards.

The *ORNAC Standards* have evolved substantially since the first edition under the title of *Standards for Operating Room Nursing Practice* back in 1986. ORNAC's stated goal is to direct and support both perioperative professional practice and the delivery of optimal patient care.

By evaluating the process methodology for developing the *ORNAC Standards*, we can streamline the process as well as increase standardization and project efficiency.

## Quick facts

- First edition 1986
- French – 590 pages
- 16<sup>th</sup> edition – April 2023
- 926 references
- English – 560 pages
- 160 abbreviations

## Role of the Standards Committee

It is the mandate of the Standards Committee to review, validate, and update current standards and to develop new evidence-informed guidelines. These tasks are accomplished using research, current clinical practice, and expert opinion.

A call for volunteers starts at the biennial conference to form the Standards Committee for the next two-year cycle. In some cases, peer reviewers of previous editions may become members of the Standards Committee. The committee meets via Zoom for an hour once a month for 22 months until publication of the next edition. In addition to guiding perioperative practice, contributing to the *ORNAC Standards* also provides professional development opportunities for committee members, contributors, and peer reviewers.

The committee determined which sections were to be reviewed/updated for the 16<sup>th</sup> edition and then prioritized the topics to research using evidenced-based literature. After title/abstract screening, the identified papers were retrieved. Section 2 was not reviewed or updated as part of the 2023 *ORNAC Standards*, so it will be among the content revised in the 17<sup>th</sup> edition.

## Document management

The successful management of more than 500 pages broken into seven files of the *ORNAC Standards* for both languages is a major undertaking. Care needs to be taken to ensure efficient and effective document control. The 2023 Standards Committee used Google Drive to share, manage, and update the files. At the beginning of the revision process, the Standards Committee members worked in the Microsoft Word document on Google Drive that was prepared for the 16<sup>th</sup> edition. When the committee members were satisfied with the content of each updated section, the Word file was

passed to the editor. From this point on, the editor was the only person with access to the live Word file. The committee members always had access to the current version of each file in pdf version on Google Drive.



## Peer review / query resolution

A consistent approach has evolved for the recruitment of peer reviewers. We have a reproducible mechanism to instruct peer reviewers, capture their feedback, and allow the committee members to resolve the comments. A line-numbered pdf file with placeholder covers was prepared for the peer review process.

A line-numbered pdf file was sent to the peer reviewers, with two individuals independently reviewing the same pages. Peer reviewers were given three weeks to go through the assigned pages and note their feedback in a Word document. All comments from the reviewers were then combined into a single queries file for each section, which the committee then worked through to resolve. Comments that dealt only with APA style or grammar were initially dealt with by the editor and responses were reviewed by the committee members.

## Editing and production

ORNAC engages a professional editor to edit and format the *ORNAC Standards*. This is all done in Microsoft Word. The finished pdf documents are supplied to CSA Group for sale online and to Gilmore for on-demand printing.

The *ORNAC Standards* are edited according to the *Publication Manual of the American Psychological Association*, 7<sup>th</sup> edition. The Université de Montréal guidelines on APA style are followed for the French edition.

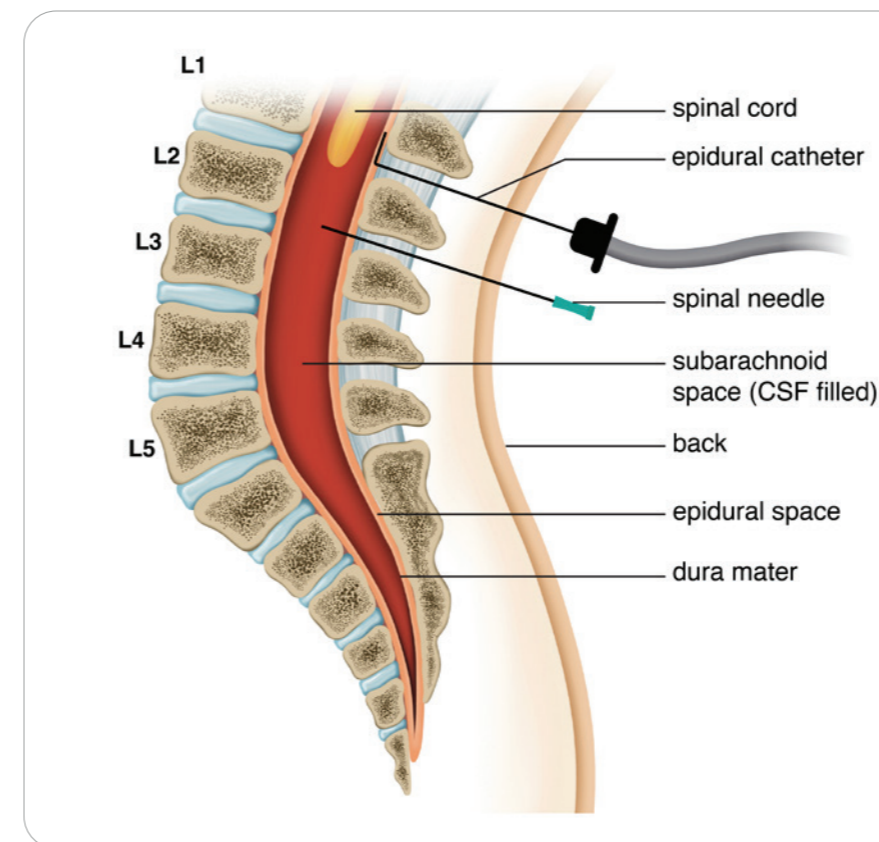
A survey of ORNAC members was conducted in February 2022 in English and French. The 133 members who responded made it clear that members value the print version of the standard and the section tabs.

## French

Producing a document simultaneously in both official languages ensures that the *ORNAC Standards* are available to all perioperative nurses irrespective of their preferred language and location in Canada. The aim is to ensure that both language versions are of equal high quality with identical content. All changes to the English standards were noted with yellow highlight; therefore, the translation team did not need to retranslate all 560 pages, only the content that was highlighted.

## Figures and tables

To enhance the quality of the 2023 *ORNAC Standards*, many of the figures were recreated with support from a medical illustrator. Other figures and tables have similarly been created fresh to ensure optimum legibility. Copyright permission, where applicable, was sought to reproduce or adapt. These are appropriately credited in the note below the figure or table and referenced, where applicable.



## Abbreviations and glossary

Abbreviations were defined on first use from the beginning of the document, after which only the abbreviation was used. Software tools such as PerfectIt allow us to manage the 160 abbreviations. Abbreviations are normally defined as singular, and only those that appear more than once in the document were included in the List of Abbreviations in Section 6. All terms defined in the document were added to the glossary. The committee then scanned the document to see if additional terms should be defined. The first stop for definitions is *Mosby's Dictionary of Medicine, Nursing & Health Professionals*, 11<sup>th</sup> edition.

## Referencing

Managing almost 926 references is a substantial undertaking. They were formatted in a separate Word file and translated. All the links to each reference were validated in English and French if a different link. Using this file of the references, we ensured that the same reference was always formatted in exactly the same way throughout the document. For the 16<sup>th</sup> edition, the references are now grouped to appear at the end of each level 1 heading.

## Conclusion

This poster set out to examine the way in which the process underpinning the *ORNAC Standards* continues to improve the rigour, consistency, and quality of successive editions.

The 2023 *ORNAC Standards* now includes a Record of Changes so that those consulting them will understand which aspects of the document have evolved over the last four editions. A full table of contents, list of figures, and list of tables now appear at the beginning of the 16<sup>th</sup> edition. As a result, these components no longer appear at the start of each section.

To continually improve the document's quality, the Standards Committee has refined and updated its work practices so that each edition meets the current needs of perioperative nurses, thus fortifying their ability to provide patient care.

## References

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