



# DePuy Synthes ASC Capabilities

## BUILDING AN AMBULATORY SURGERY CENTER (ASC) PROGRAM

### SECTION 3: Staffing and Training

This section of the workbook is designed to help guide the Leadership Team, identified in Section 2, to staff and train the new ASC staff. The information below is only to be used as a guide to help your team begin thinking about staffing and training.

**THE FIRST STEP IS TO STAFF YOUR ASC BASED ON THE PLAN FROM SECTION 2. BELOW ARE SOME RECRUITING ITEMS YOU MAY WANT TO CONSIDER:**

		Surgeon Name	Specialty	Lead?
1	Who will be involved in the staffing process? <i>This group will follow the staff recruiting plan and identify candidates to be a part of the ASC.</i>			
2	What is the recruiting strategy? <i>Ensure the team is aligned on the Staff Recruiting plan from Section 2.</i>			

**THE NEXT STEP IS TO ALIGN THE STAFF TO THE ASC GOAL AND EVALUATE EXPERTISE AND GAPS.**

3	Define the ASC staff's communication plan and cadence of meetings. <i>Establishing a cadence of staff meetings during the ASC building process will help the staff feel involved in the process and increase their engagement. You can use the first meeting to set the tone of the team and share the goal of the ASC defined in Section 2.</i>		
4	What are the areas of expertise for the staff? <i>Is this group familiar with Orthopedics? Are they familiar with a specific Orthopedic specialty or is their experience more general? Have they worked in an ASC before? An HOPD?</i>	Areas of Expertise	Gaps
5	What is the staff training plan to fill expertise gaps? <i>Additional recruiting can also be used to address additional expertise gaps identified above.</i>		

## DEPUY SYNTHES TRAINING AND EDUCATION RESOURCES

DePuy Synthes has many resources available to support staff training and education. Contact your DePuy Synthes Representative to learn more about in-services to train your clinical and sterile processing staff.

You can also visit the [jnjinstitute.com](http://jnjinstitute.com) to explore on-demand learning options.

6	<p>What is the continuing education plan for the staff?</p> <p><i>Consider creating a yearly training plan for the staff.</i></p>	
7	<p>What is the plan for conducting dry runs?</p> <p><i>Conducting dry runs with both the vendors and your team can identify key learnings and additional gaps.</i></p>	
8	<p>Based on your staff, do you need to make adjustments for scheduling extended shifts or for overnight coverage?</p> <p><i>If yes, you may want to consider how your recruiting strategy could ensure complete coverage for extended shifts or overnight coverage.</i></p>	<p>Yes</p> <p>No</p>

### NOTES:

For more resources, visit <https://www.jnjmedicaldevices.com/en-US/service/asc-capabilities>

Contact us at RA-DPYUS-ASC@ITS.JNJ.com or call your local sales representative for additional information.

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