

The 7 Wastes

Motion

MUDA is the Japanese word for WASTE.



Seek it out and eliminate it!

Unnecessary movement of people within a process (e.g. MDs walking into hallway to get supplies needed to do the job; patients walking back and forth to registration; repetitive stretching to reach supplies or printers)



An 8th waste is the wasted time & potential of people.



Overproduction

To produce sooner, faster or in greater quantities than customer demand. Making too much. (e.g. Printing out redundant pages in a report. Pharmacy sending medications for a patient that has been discharge and it won't be used)

Rework → Defect

Not right the first time. Repetition or correction of a process. (e.g. Eye Clinic dilation re-work; re-ordering of supplies or tests because not able to find; early patient discharges that lead to readmission; hospital acquired infections)



Waiting

People or parts that wait for a work cycle to be completed (e.g. patients waiting for discharge appointment; staff waiting for broken office equipment to be repaired before being able to do work; waiting for meeting to start; searching for information; waiting for approvals from supervisors)



Conveyance

Moving or restacking of WIP from one location to another or moving equipment/supplies further than necessary (moving equipment back and forth)



Inventory
Wasted stock on hand. Having too much. (e.g. stockpiling of office and clinical supplies that won't be used for months; storing excess supplies with expiration dates that end up expiring; outdated, obsolete information in file cabinets or stored in databases)



Over Processing

Processing beyond the standard required by the customer. Using more resources, energy, and time in a work process not needed by customer. (e.g. Nurse records respiratory rate on four different areas in the chart; producing paper copy when computer file may be sufficient; creating reports that don't get read or are not used)

Waste Wheel

