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| Muda Identification |  |  |
| Name: | Team: |

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| *remember* DOWNTIME: | WHEN? WHERE? HOW MUCH? |
| DEFECTS  rework by finding & fixing errors, reviewing & correcting mistakes |  |
| OVERPRODUCTION producing more than the next step needs or more than the patient wants |  |
| WAITING  nonproductive time due to lack of supplies, equipment or people |  |
| NON‐UTILIZED  TALENT  worker skill not used to full capability |  |
| TRANSPORTATION unnecessary conveyance of patients, materials, and supplies |  |
| INVENTORY  materials/supplies bought and not immediately used (unnecessary storage) |  |
| MOTION  unnecessary movement of workers |  |
| EXTRA PROCESSING activities that do not add value from the patient’s perspective |  |