

8 Forms of Waste: DOWNTIME

Waste	Definition
D efects	Mistakes that require additional time, resources, and money to fix.
O verproduction	Producing more than necessary or earlier than needed.
W aiting	Idle time causing people or products to wait.
N ot Utilizing H uman P otential	Poor utilization of existing talents, ideas, abilities, and skill sets.
T ransportation	Required relocation/delivery of patient, materials, or supplies to complete a task.
I nventory	Stock on hand. More materials ordered than required to do the work.
M otion	Movement of people that does not add value.
E xtra P rocessing	Activities that do not add value from the patient/ customer or customer perspective.