Debriefing is meant to be a learning experience which addresses both human factors and systems issues to improve team response.

### TEAM DEBRIEFING TOOL

<table>
<thead>
<tr>
<th>Date:</th>
<th>eQVR filed? □ YES □ NO</th>
<th>Location of Event:</th>
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### Summary of Event:
(continue on back if needed)

### Members of Team (identify by name & role)

- □ Primary RN
- □ Charge RN
- □ Primary LIP
- □ Anesthesia
- □ Nursing Supervisor
- □ Others- Note Role

### What went well? (Check if yes and describe specifics in the space below):

- □ Human Factors
- □ Leadership
- □ Communication
- □ Assessment
- □ Physical Environment
- □ Technology
- □ Other:

*Human Factors.* “Causal factor defined as: staffing levels, staffing skills mix, staff orientation, in-service education, competency assessment, staff supervision, resident supervision, medical staff credentialing, rushing, fatigue, distraction, complacency, bias, other.” (The Joint Commission, 2015)

### Suggestions for how to reinforce/standardize practice:

### Situational Improvement Opportunities (Check if yes and describe specifics in the space below):

- □ Human Factors
- □ Leadership
- □ Communication
- □ Assessment
- □ Physical Environment
- □ Technology
- □ Other:

### Suggestions for improvement:

### System Improvement Opportunities (Check if yes and describe specifics in the space below):

- □ Human Factors
- □ Leadership
- □ Communication
- □ Assessment
- □ Physical Environment
- □ Technology
- □ Other:

### Suggestions for improvement:

Debriefings are called by the charge nurse as soon as the patient is stable, however any member of the team may request a debriefing. The charge nurse/nursing supervisor is responsible for completing this form. Debriefings should take approximately 3-5 minutes. All team members should participate including ancillary staff (unit secretary, scrub tech, etc). If all team members cannot be present meet with as many as possible.

**Charge RN/nursing supervisor:** Submit this completed form (and eQVR if appropriate) in a sealed envelope to the Manager

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