

## **Debriefing Tool**

### **University of Rochester Medical Center**

#### **What is debriefing?**

In healthcare, debriefing gives us an opportunity to improve our outcomes and teamwork skills. It allows us to examine even the smallest details that could lead to an improvement in our systems. The process allows us to acknowledge our strengths and identify opportunities for improvement.

#### **Debriefing is a key tool to individual and team improvement.**

Simply, it means getting everyone involved in an event together for a short time after the occurrence or procedure to discuss what the team did well and to identify areas where the team needs to improve in a non-threatening way.

#### **Ground Rules for Successful Debriefing:**

- **The Basic Assumption: We believe that everyone participating is intelligent, well-trained, cares about doing their best, and wants to improve.**
- Discussion during debriefings should remain confidential.
- The debriefing environment must be non-threatening. It is ok to politely disagree, but do not assign blame.
- Participants should maintain professional behavior. Be polite, respectful and curious. There should be no interruptions or outside conversations.
- Debriefings are a time for critical reflection.

#### **Steps to Leading a Debriefing:**

- Identify and agree on what happened, starting with junior members of the team.
- Identify what the team did well.
- Ask, "What could we have done differently? Look at any processes or resources that affected the outcome.
- Identify lessons learned and the actions that might arise from the process.

<b>PLUS - DELTA Debriefing Tool</b>	
<b>PLUS</b> This went well, do again	<b>DELTA</b> This did not go well, change