

DEBRIEF POCKET GUIDE

DEBRIEF STRUCTURE

1. Ask: What happened during the task/procedure/event?
 - ✓ What was different this time?
 - ✓ Ask why regarding unexpected outcomes of steps in task/procedure/event.
2. Ask: What happened related to teamwork and communication?
 - ✓ Goal(s) clear?
 - ✓ Roles clear?
 - ✓ Communication closed-loop?
 - ✓ Shared mental model of situation (e.g., urgency)?
 - ✓ Assistance sought & offered?
3. Ask: How could we have prevented negative outcomes? How do we duplicate positive outcomes?
4. Ask: What will we do differently going forward?
 - ✓ For this patient?
 - ✓ For the system as a whole?
5. Ask: What do we need to communicate to others?
6. Give constructive feedback.
7. Document outcomes in debrief log.

DEBRIEF FACILITATOR OBJECTIVES

1. Create a **psychologically safe** environment focused on learning and mutual support (*"We are here to better understand what happened, why it happened, and how we can improve our clinical skills and teamwork."*)
 - ✓ Call on team member with **least status to share first**.
 - ✓ **Listen** for what is/is not said.
 - ✓ Elicit facts, **do not judge**.
 - ✓ Ask additional team members to **share in turn**.
 - ✓ **Thank/praise** each team members' contribution ("Thank you," "good point").
2. Avoid immediately accepting the simplest explanation by asking **"why?"** multiple times to ensure a shared mental model of clinical and teamwork.
3. **Summarize errors** in terms of individual errors (task & judgement), coordination errors, and system errors.
4. **Summarize next steps**.
5. **Thank** all team members.