

RCA² Roles Worksheet

Use the chart below to ensure you're considering important perspectives in your RCA² review. Keep the following in mind:

- “Team members” are individuals who see the RCA² process through from beginning to end. In most cases, the team should include four to six people.
- The same individual may fulfill multiple roles.
- In some circumstances, an individual may be interviewed and also included on the RCA² team.

RCA ² Roles	Team Member?	Interview?
Staff		
Staff directly involved in the event		
Front line staff working in the area/process being studied		
Staff who are not familiar with the process being studied		
Subject Matter Experts		
Subject matter expert(s) on the process being evaluated		
Subject matter expert on the RCA ² process		
Patients and Families		
Patient involved in the event		
Family of patient involved in the event		
Patient representative		