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| **Questions**  | **Explanation** | Answer |
| 1. Has your team clearly defined the need to start Team Stripes as a teamwork-based patient safety initiative for culture change?
 | Is there objective information to support the need for improving specific areas? (For example, through clinical incident data, staff and patient feedback, process and outcome measures (patient flow, preventable deaths)). | **Yes** [ ] **No** [ ]  |
| 1. Is building teamwork and addressing local safety culture the appropriate strategy to meet the needs of your team?
 | Teamwork is a key component of patient safety. Loose teamwork and poor communication are leading system factors arising in adverse event analysis. A team ready to focus on teamwork and communication will be more likely to benefit from Team Stripes.  | **Yes** [ ] **No** [ ]  |
| 1. Are there other major changes happening right now that would compete or impede the progress of Team Stripes?
 | Is the team involved in multiple changes? For example, are they in the process of implementing a local LHD wide safety and quality initiative? Too many changes will dilute any initiatives leading to less likelihood of success. | **Yes** [ ] **No** [ ]  |
| 1. Will the leadership (executive) in your facility provide sponsorship as well as support the effort needed to progress with Team Stripes?
 | The facility leadership need to understand the requirements of the initiative such as trainer and coach preparation, as well as, regular team meetings. Leaders need to understand their role in sponsoring, enabling and evaluating. | **Yes** [ ] **No** [ ]  |
| 1. Will your facility allow time for staff to attend a focus group to identify improvement goals?
 | A focus group with members of the multidisciplinary team is important at the start of embarking on Team Stripes. The facilitated focus group gives the team the opportunity to highlight areas of need and to collectively agree their improvement priorities. In larger teams several focus groups will be needed to ensure as many people as possible have the opportunity to contribute to the conversation | **Yes** [ ] **No** [ ]  |
| 1. Will your facility ensure there is staff available with the skills and knowledge to serve as advisors and/or coaches?
 | For example, staff who have been trained\* in safety and quality improvement science; patient safety representatives.\*Lack of experience in improvement science does not preclude teams. The CEC Quality Improvement Academy will be consulted on increasing the capability in local teams.  | **Yes** [ ] **No** [ ]  |
| 1. Will your facility allow time to prepare the advisors and coaches for their role?
 | This would include training in improvement science methodology for those areas where there is an identified need. | **Yes** [ ] **No** [ ]  |
| 1. Will your facility allow time for staff to attend education?
 | Introducing change will mean all staff members need to be provided with education to enhance their skills. To keep up with the ever-changing healthcare environment education is never a single event. | **Yes** [ ] **No** [ ]  |
| 1. Will the leadership in your facility allow team leaders time to customise available strategies to meet their improvement priorities?
 | Improvement strategies are rarely a ‘one-size fits all’ product unless the aim is for standardisation (such as the introduction of national inpatient medication charts and standard calling criteria). For example, while the principles of Safety Huddles are standard the script and implementation will need to be modified to suit different clinical environments. | **Yes** [ ] **No** [ ]  |
| 1. Will the team be willing to measure and assess progress and continuously improve processes?
 | Working with the Team Stripes framework is a process rather than a single project. All intended changes need to be measured to ensure the ongoing effectiveness. An evaluation plan means that successes and learnings can be publicised and opportunities for further improvement can be actioned.  | **Yes** [ ] **No** [ ]  |
| 1. Will the leadership in your facility reinforce and reward positive teamwork behaviours and improvements in processes?
 | Rewarding and recognising positive teamwork practices which have led to improvements in processes helps to maintain momentum and ensure sustainability. Recognition could be through institutional showcasing to inform other areas who may benefit from the change. | **Yes** [ ] **No** [ ]  |
| 1. Will your team and the leadership in your facility be willing to enter into a partnership agreement?
 | Team Stripes works with teams to help build the conditions to enable improvement to happen.  | **Yes** [ ] **No** [ ]  |

Count the number YES responses:

≥ 7 means that this is a good time to introduce Team Stripes.

≤ 3 this is not a good time to introduce Team Stripes. More time is needed to build the will and to raise the level of readiness. Come back to the checklist in a few months to determine if the responses have changed.