

DISCOVER PHASE

Debriefing In Situ COVID-19 to Encourage Reflection and Plus-Delta in Healthcare After Shifts End

Background

1. Date :
2. Shift : Morning / Afternoon / Night
3. Unit:
4. Number of COVID confirmed/ suspected cases handled during this shift:
5. Number of confirmed/suspected COVID-related deaths during this shift:
6. Interventions (check all applicable):
 - Intubation
 - CPR
 - Defibrillation
 - ECMO
 - Nebulization(s)
 - Non-invasive ventilation (BiPAP, CPAP, High Flow Oxygen)
 - Family Meeting
 - Ethics consultation or Triage Office (Crisis Standards)
 Other: _____
7. Members present:
 - Attending Physician(s):
 - Nurse(s):
 - Resident(s):
 - Advanced Practice Prov's:
 - Student(s):
 - Respiratory:
 - Logistical support:
 - Administrative:
 - Other: _____
 - Other: _____
 - Other: _____
8. Debriefing Leader(s) and Scribe:
 - ID #1:
 - ID #2:
 - ID #3:

Debriefing Structure and Suggested Language

1. Introduction:
 - Thank you for being present for this debriefing. We will spend 10-15 minutes to complete together as a group. I'll be around after if anyone wants to talk further. How about if we end at or before: _____
 - We are debriefing as a team in order to improve our processes and outcomes for patients and our team members. Debriefing can provide education, quality improvement opportunities, and opportunities to process emotions. It is not a blaming session, and everyone is encouraged to participate. Anything discussed that is patient-related is privileged and confidential for internal quality and safety review purposes – we are legally protected from liability.
 - If available, give a brief report of coronavirus related activities in this past shift [local unit scan determines which components to cover: total patients screened for PUI, total PUI, total confirmed COVID patients, new or updated protocols etc.]
 - We would now like to turn to everyone to discuss their reflections on this shift, what they thought went well, and what they thought we could do differently in the future.
2. Reactions:
 - Invite sharing of emotions or initial reactions
 - Listen, affirm, and validate. Don't probe deeply
3. Discussion:
 - **PLUS:** Invite reflection and sharing of successes from the prior shift. "What went well to help us achieve our objectives during the shift?" "What went well that we want to repeat?" "What was successful?" (**Document under #3**)
 - **DELTA:** "What could we do differently to provide better care for our patients and our team members in the future?" "Suggestions for improvement..." "How could we solve the problem?" (**Document under #4**)
 - **INNOVATION IDEAS** "What other innovations and improvements arose today?" (**Document under #5**)
4. Closing:
 - Invite "take-aways" or closing statements from team
 - Summarize key Action Items and Lessons Learned (INNOVATION IDEAS)
 - Thank everyone for their participation

Debriefing Notes and Report Template

1. Time debriefing started:
2. Reactions and Context (document if appropriate or leave blank):
3. PLUS comments:
4. DELTA comments of what could be done differently or improved: (add potential solutions if when possible)
5. INNOVATION IDEAS (Action Items, Lessons Learned)
6. Time debriefing ended: