

Facilitator Worksheet

We recommend keeping this agenda close by when conducting the session. The facilitator should keep the session running on time.

Learning Objectives:

1. Identify the use of briefs, huddles, and debriefs.
2. Apply debriefing checklist to identify opportunities for team improvement.
3. Recognize adjustments to observed communications to improve patient care.

(hh:mm)	<i>Facilitator using prerecorded narratives</i>	<i>Facilitator narrating themselves (refer to Facilitator Content Guide and related slides)</i>
Welcome and Introduction (5 min)		
00:00	Facilitator welcome Play the prerecorded introduction - segment 1 (link)	Facilitator welcome Why we are here Objectives of the session Overview *Facilitator: Distribute agenda* Provide Video Scenario instructions
00:05	Questions from participants?	
Video Scenario (5 min)		
00:05	*Facilitator: Distribute Participant Worksheet* Play the Video scenario - segment 2 (link) Provide time to participants to take notes	
Debriefing (30 min)		
00:10	Play the prerecorded debriefing introduction - segment 3 (link)	Provide debriefing instructions
00:15	Groups break-out and discuss:	



	<ol style="list-style-type: none"> 1. <i>What was your overall impression of the video? What went well? When did things start to go "less well"?</i> 2. <i>What could the team have done to include the patient's daughter before starting the patient visit?</i> 3. <i>Who was the leader during this situation? Who else could have taken on the role of leader? How could a leader help the team be more effective?</i> 4. <i>How could the team benefit from a debrief after this situation? What information should they share?</i> <p>Facilitator monitors group discussions, assists as needed.</p>	
00:35	Small group sharing	
Video Scenario Recap and Summation (15 min)		
00:40	Play the prerecorded intro to Recap Video - segment 4 (link)	Introduce the Recap Video
00:42	Play Recap Video - segment 5 (link)	
00:45	Summation	
00:55	Session concludes	

If you use the [full-length video file](#), below are timestamp references for each segment:

Segment	Timestamp start (m:ss)	Timestamp end (m:ss)	Description
1	0:00	3:38	Intro to Video Scenario
2	3:39	6:27	Video Scenario
3	6:28	9:00	Intro to Debriefing

Segment	Timestamp start (m:ss)	Timestamp end (m:ss)	Description
4	9:01	9:41	Intro to Video Recap and Summation
5	9:42	end	Recap Video