TEAM WORK

DECIDE WHAT TO DO

- Make a decision about what to do.
- Consider actions that temporize the situation first, giving you more time to consider all treatment options.
- Tell your team what you are thinking and ask if they have any other ideas about what to do.

TELL YOUR COLLEAGUES WHAT TO DO

- Decide what tasks each member of the team should be responsible for performing.
- Use first names when assigning tasks so assignments are clearly heard and acknowledged.

MAKE SHORT AND CLEAR STATEMENTS

- Be concise and clearly articulate your statements to the team.
- Use first names to get your team member's attention.
- Speak clearly, without rushing or yelling.

ENSURE ADHERENCE TO ALGORITHM

- Use these cognitive aid checklists to ensure that you perform steps correctly and that you don't forget steps.
- Consider assigning a person to read the cognitive aid checklist aloud to the team.

Reference: Brief leadership instructions improve cardiopulmonary resuscitation in a high-fidelity simulation: a randomized controlled trial Critical care medicine Hunziker yr:2010 vol:38 iss:4 pg:1086 -1091

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TEAM WORK

FOLLOWER

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RAISE CONCERNS & SPEAK UP

- You should be prepared to raise concerns about clinical issues and speak up if you see errors.
- Offer suggestions to the leader and the team that you think may help correct errors or improve clinical care.

PERFORM SKILLS TO THE BEST OF YOUR ABILITY

- You should perform tasks to the best of your ability.
- Inform the leader if you don't have adequate skills for the task.

COMMUNICATE CLEARLY

- Clearly communicate what you have done to treat the patient.
- Clearly communicate clinical findings and information you find.
- Inform the leader when you have completed a task.
- Speak clearly, without rushing or yelling.

ADMIT FAILURE & ASK FOR HELP

- Any team member should admit when they cannot do something and need help.
- Inform the leader if you fail a task so it may be reassigned to another team member.

Reference: Elizabeth M. Norris, Andrew S. Lockey, Human factors in resuscitation teaching, Resuscitation, Volume 83, Issue 4, April 2012