



# Huddle Up Quality Improvement

**Problem:** What is the problem we are trying to work on?

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**Possible Causes:** What may be causing this problem to happen?

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**Possible Solutions:** What has been tried before? What are the best ways to address this?

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**Possible input:** What does the patient think the problem is? What does the patient think the cause(s) are? How has the patient tried to address the problem in the past? What does the patient think the solutions are? Share with the patient what the team has identified so far and determine if the patient agrees with staff's assessment.

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**Plan:** What solution(s) are we going to work on first? By when? Who will take on each task?

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**Staff Lead:** \_\_\_\_\_

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## Five-Minute Huddle

Use this sheet to help guide a team discussion on a situation that needs to be improved. This sheet can be used to address an individual patient issue or a broader quality of care concern.

For example, identifying strategies to work with a patient on a specific area within their plan of care or to address a grievance concern that's been raised by multiple patients.

This can help your staff and patients work together on your quality improvement efforts.

