

# 60 Seconds To Improve Diagnostic Safety Planning Worksheet



When planning your implementation, be sure to have the following materials available so that you can adapt them to your practice's plan

- Provider Training slides
- Evaluation Planning Worksheet
- Practice Orientation and Training slides

**1**

## Set scope

- With which patients will you use the 60 Seconds To Improve Diagnostic Safety strategy?
  - All patients?
  - Patients with acute visits?
  - Patients with select diagnoses?
  - Telehealth visits?

**2**

## Establish workflow and adapt training materials

- How will you time the patient's story?
- How will you advise providers to address patients who talk about more than can be handled during their visit?
- How will you document the 60 Seconds To Improve Diagnostic Safety strategy in the medical record?
- How will you evaluate success?
- Review and modify the Practice Orientation and Training Slides to reflect your chosen workflow (Slides 11-13), plans for evaluation (Slide 14), and next steps (Slide 15) for the Toolkit.
- Review and modify the Provider Training slides to reflect your plans for evaluation (Slide 16) and next steps (Slides 17-18) for the 60 Seconds To Improve Diagnostic Safety strategy.

**3**

## Encourage use of the strategy

- How will providers support patients to share their story for one minute?
- How will providers encourage patients who are reluctant to talk for one minute?
- How will you advise on timeline and next steps?

**4**

## Determine training plan

- How will you train providers and staff?
- When will you train providers? Set a date and a time for the training.
- Who will provide the training?