

Processmap: Checklist for Checklists, Step: Development, Checklist: Checklist

- 1 Do you have clear, concise objectives for your checklist?
- 2 In each item:
 - A critical safety step and in great danger of being missed?
 - Not adequately checked by other mechanisms?
 - Actionable, with a specific response required for each item?
 - Designed to be read aloud as a verbal check?
 - One that can be affected by the use of checklist?
- 3 Have you considered:
 - Adding items that will improve communication among team members?
 - Involving all members of the team in the checklist creation process?