

Cold Debrief Tool

Introductions

Clarify which case is being discussed
Introduce who is leading Debrief
Team introductions and roles for the case being discussed

Purpose of Cold Debrief – to be READ to all attendees before commencing Debrief

What it IS for

Opportunity to come together in safe environment to help us all understand and process
Group understanding of complex and challenging situation
Completing jigsaw puzzle – experiences and perspectives will be different

- Everyone will have a different truth of the same event
- Everyone will have a different experience of the same event

Reflection for learning – positives and issues that need addressing
Opportunity for some clarity (maybe not everything)
A way to process an experience together
A way to provide further information to the team involved (ie from JAR/PM etc if available)

What it NOT for

Not an investigation/case review/clinical interrogation
Not about blame or what 'should have done'
Not to prolong difficult experience
Not compulsory – can leave at any point, no need for explanation

Ground Rules

Leave hierarchy at the door
Everyone should be able to contribute and everyone's contributions should be respected
No blame – learning for the future
Make no assumptions
Allow people to explore questions and uncertainty
Confidentiality

Acknowledgements

Everyone will experience and deal with this differently
Offers of ongoing support – psychology, chaplain, supervisors, managers, peers
Emotive

- Any paediatric death is difficult and has a huge impact
- Repeated management of challenging behavioural disturbance is a cause of significant moral injury

While debrief is not clinical interrogation, important to talk through questions or uncertainties

Debrief Structure

Introduction

Clarify case details to be discussed
Purpose of Debrief and explanation of why Cold Debrief felt to be indicated
Introduction of team members (names, roles, agencies)
Explanation of structure of Debrief process
Ground Rules to be read to everyone in attendance

Structure Outline

Case narrative in stages
Learning points and discussions

- What went well
- What could have been done differently
- What was difficult and what can we learn from this

Action points and responsible persons
Signposting to further support

Case Narrative in Stages

Factual narrative for each stage to be led by area lead

- Pre-hospital care and processes
- Pre-Alert/Notification/Arrival
- Team preparation and planning
- Initial Management
- Progress and outcome
- Any other issues

Key updates to be provided to the team (JAR, PM, other agency involvement, inquest etc)

Case Discussions

Opportunity for team discussions and questions for each stage of care

- Pre-hospital care and processes
- Pre-Alert/Notification/Arrival
- Team preparation and planning
- Initial Management
- Progress and outcome

Consider the following as relevant to the each stage of the case

- Communication
- Team work/Human factors
- Clinical care and processes including planning
- Investigations
- Equipment
- Guidelines and process/pathways
- Family

Other teams and agencies involvement, interactions, perspectives, challenges
Written documentation of the discussions for each stage is essential to ensure appropriate actions are recorded with details of those taking responsibility for each.

Summary and Close

Acknowledge emotion and thank attendees for coming and for input
Summarise key learning from discussion
Each individual to identifying one thing that went well and one thing that will their change practice
Summarise action points, who is responsible and timeframe
Signpost to further support (time frame – may find you need help further down the line)
(TRiM, Psychology team, Chaplaincy team, Educational supervisors/managers, Peers)
Hope debrief was useful
Discussion around how to communicate further updates if relevant

Debrief Documentation

Pre-Hospital Phase

Information

Issues and Learning

Action Points and Person Responsible

Pre-Alert/Notification/Planning Phase

Information

Issues and Learning

Action Points and Person Responsible

Initial Management

Information

Issues and Learning

Action Points and Person Responsible

Progress and Outcome

Information

Issues and Learning

Action Points and Person Responsible

Other Issues (Team work/Human Factors/Clinical Care/Process/Investigations/Equipment/Family/Process)

Information
Issues and Learning
Action Points and Person Responsible

Other Teams/Agencies

Information
Issues and Learning
Action Points and Person Responsible