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?