

PLAYBOOK CHECKLIST

Name of Process: _____

Contact Person: _____

Which of the following are included in this section?

🍏 Flowcharts/Deployment Charts

🍏 _____
🍏 _____
🍏 _____
🍏 _____

🍏 Forms

🍏 _____
🍏 _____
🍏 _____

🍏 Data Collection Sheets: Include measures that will be monitored to ensure standardized process specifications are being followed.

🍏 _____
🍏 _____
🍏 _____
🍏 _____

🍏 Pictures

🍏 _____
🍏 _____
🍏 _____

WHO will observe, review and update?

(Name)

(Date(s) of review)

DATE of last review:

(Date)

DATE to report findings of review to lead improvement team: _____