****

**“PLAY” FOR PLAYBOOK**

|  |  |
| --- | --- |
| Location: |  |
| Contact Person: |  |

**INSERT PROCESS NAME CHECKLIST**

**Which of the following are included in this section?**

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| --- |
| **Flowcharts/Deployment Charts (Showing improved best process)** |
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| **Forms (To support the best process)** |
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| **Data Collection Sheets:** Include measures that will be monitored to ensurestandardized process specifications are being followed. |
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|  |
|  |
| **Pictures (Show standard process steps, set up of rooms, wall displays, etc.)** |
|  |
|  |
|  |
|  |
| WHO will observe, review and update this process at a regularly period of time (name and date)? |  |
| DATE of last review: |  |
| DATE to report findings of review to lead improvement team: |  |