**Observation Worksheet (To use when the Team coach “visits” the workplace)**

|  |  |
| --- | --- |
| Date/Time | Location |
| **Key Process:** |
| Start with: | End with: |

**Create a Flowchart the Process:**

**Lenses**:

* ***Biologic***

(Structure, Process, Pattern, Emergence, Vitality Coordination/synergy)

* ***Sociologic***

(Relationships, conversations, interdependence, meaning/sense)

* ***Mechanical, Physical***

(Flow, sequencing, spatial proximities, logistics, information)

* ***Psychological***

(Organizing, force fields, behaviors)

* ***Information***

(Access, speed, fidelity, utility, privacy, security, storage)

* ***Anthropologic***

(Values, culture, milieu)

* ***Political***

(Power, governance, Citizenship, Equity)

* ***Economic***

(Inputs/outputs, cost, waste, value, benefits, customer, suppliers)

**Questions/Surprises:**

**Best Practices Observed:**

**Tips**:

Ask Permission

Watch and listen for:

* What the goal is
* Who did what when?
* What were the roles of people with CF, family, staff?
* Notice materials, supplies, documentation
* How might you adapt to your setting?
* Express appreciation