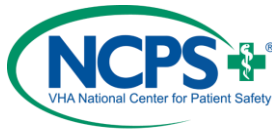


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Station ID Number:	RCA Case Number:	Analyst Initials:		
RCA Quality Element	Quality Indicator Measure		Evaluated Points	Total Points
RCA Team Composition (4 points)	1. Multidisciplinary =1			
	2. Appropriate disciplines / SME for event being investigated =1			
	3. 1 non-SME =1			
	4. Approximately 5 members total =1			
Initial Flow (5 points)	5. Must use shapes, arrows, and text to depict all elements of the event =1			
	6. Must have start and end point in chronological order =1			
	7. Must have more than 1 box depicted =1			
	8. Should be substantive and not simply a reproduction of the “brief description text” in Q1-7 =1			
Initial Understanding (4 points)	9. Must identify questions and/or gaps in the process steps to be used for investigation =1			
	10. Must use narrative form to depict all elements of the event =1			
	11. Must discuss known facts in chronological order =1			
	12. Should be substantive and not simply a reproduction of the “brief description text” in Q1-7 =1			
Triage Questions (1 Point)	13. Must identify questions and/or gaps in the process steps to be used for investigation =1			
Final Flow (5 points)	14. All Triage questions addressed =1			
	15. Must use shapes, arrows, and text to depict all elements of the event =1			
	16. Must have a start and end point in chronological order =1			
	17. Should differ substantially from the initial flow diagram =1			
	18. Must address the questions and/or gaps noted in the initial understanding of the event =1			
Final Understanding (5 points)	19. Must depict a comprehensive understanding of the event reflective of findings derived from interviews, simulations, research, and analysis =1			
	20. Must use narrative form to depict all elements of the event =1			
	21. Must discuss known facts in chronological order =1			
	22. Should differ substantially from initial understanding =1			
	23. Must address the questions and/or gaps noted in the initial understanding of the event =1			
Cause and Effect Diagram (4 points)	24. Must depict a comprehensive understanding of the event reflective of findings derived from interviews, simulations, research, and analysis =1			
	25. Diagram begins with the primary effect of consequence not wanted to recur =1			
	26. Primary effect is connected to a causal action =1			
	27. Primary effect is connected to a causal condition =1			
	28. Causes end at point of ignorance, or where it is no longer value-added or reasonable to continue =1			



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Root Cause / Contributing Factor (RC/CF) Statements (5 points) <i>If more than one RC/CF statement – score should reflect the statement with the lowest score</i>	29. Must have clear connection to the cause(s) expressed in the final flow diagram, the final narrative, and the Cause and Effect diagram =2		
	30. Are written using the “cause”, “effect”, “event” cadence =1		
	31. Must comply with each of the 5 Rules of Causation =1		
	32. Must link to at least one selected triage question =1		
Action Statements (4 points) <i>For criterion 33 through 35 only: If more than one Action Statement – score should reflect the Action Statement with the lowest score</i>	33. Must be specific, concrete, and clear; understood by a cold reader =1		
	34. Must specifically address the system issues identified in the RC/CF Statement =1		
	35. Are assigned to a titled position and given a realistic timeframe for implementation =1		
	36. At least one is in the Intermediate or Stronger category =1		
Outcome Measure (OM) Statements (4 points) <i>If more than one OM Statement – score should reflect the OM Statement with the lowest score</i>	37. Must relate directly to an Action Statement =1		
	38. Must clearly specify what will be measured =1		
	39. Must specify how long or at what interval the measurement will take place =1		
	40. Must state the expected level of compliance i.e. percentage =1		
Total points			
% Score = points/41			

Analyst Comments:

RCA Quality Rubric			
Range	Interval	Percentage	Definition
39 - 41 points Excellent RCA	3	95-100	Addresses all elements. No one element is missing.
34 - 38 points Very Good RCA	5	83-93	Addresses most of the elements but may be missing a few specific criteria.
28 - 33 points Good RCA	6	68-80	Addresses many of the elements, some are missing.
19 - 27 points Fair RCA	9	46-66	Addresses some of the elements, many are missing.
10 - 18 points Poor RCA	9	24-44	Addresses a few of the elements, most are missing.
0 - 9 points Incomplete RCA	10	0-22	Not enough elements addressed, no value.