

Breakout Discussion Moderator Guide

Each participant will have a copy of the Case Studies ahead of time, and there will be copies to review at the table.

(In addition to the provided Case Studies, participants may want to bring a Case Study from their own experience, which may be discussed if interest and time.

Assign (Are there any volunteers?) the following roles to participants at your table (this is in addition to you as the Moderator):

- Timekeeper: notify group when time is halfway through, and when 3 min remain
- Note Taker: take notes on discussion, paying attention to key questions and takeaways
- Report Out: identify one key takeaway to share with the larger group at the end of the session

Discussion Questions:

Frame in the context of a care transition that is at risk for failing. The goal is to craft a successful discharge and keep the patient safely at home.

- What are the risks for this person failing at home? Let's identify them.
- How can those risks be addressed?
 - What can be done? Task or resource
 - Where? In the SNF? In the home?
 - By whom? Role, agency
 - When? Timing
- What do we know? What else do we need to know? What are the right questions to ask at the IDPT meeting to support the best discharge outcome?
- When should the ASAPs be brought in? How soon is too soon (if that is possible)? How can these conversations and referrals be coordinated in advance?
- What is the key learning point for each case study?

Overall Tips:

- Listen intently and avoid side conversations/texting, etc.
- Help avoid rambling by asking direct questions to help them come to the point.
- Focus attention and help pace: Keep the group on the topic and focused.
- Scan/Observe: encourage full participation from the group.
- Inclusion: Make sure everyone has an equal opportunity to participate. Encourage those who have been silent.