LME/MCO: _____

This worksheet will guide you in exploring effective solutions to address the root cause(s) identified in earlier steps of the root cause analysis process. Youth, parents, and community members most impacted by the problem are also the most knowledgeable about potential solutions. How might you engage youth and family voice and diverse perspectives to co-design solutions together?

Part 1: How Might We Prevent the Problem From Happening Again?

Use this section to generate a list of possible solutions to address the identified root cause. Identify solutions that aim to eliminate the root cause rather than merely minimize symptoms. Often, strategies may include building capacity (resources + abilities) in specific areas such as improved teaming or communication processes, fostering collaborative partnerships, or adult learning. Other times, the nature of complex problems may mean that you and your team must be both adaptive and innovative because there is no known solution. Make extra copies of this page for more space as needed.

Root Cause:

Solution 1:

How will the above solution address or prevent the problem from happening again?

Solution 2:

How will the above solution address or prevent the problem from happening again?

Part 2: Prioritizing & Selecting a Solution

Collaboratively review the list of possible solutions above and consider the following reflection questions:

1. Which solution(s) fall within you/your team's sphere of influence to create change? Which requires engagement and support from external partners at various levels of the system?

2. What might be the potential risks to the solutions proposed? *Note: Consider risks at various levels of the support system, such as team, organization, community, or system levels of impact.*
3. How are we ensuring voices from key partners who will be a part of, or impacted by, the solution(s) are included in this decision-making process?
4. Which solution(s) might we prioritize first? *Note: [Use of a 2x2 prioritization matrix tool](#) can be used to evaluate potential solutions based on criteria such as expected effort and impact.*
5. Based on your responses and reflections above, what solution is chosen? What makes the recommended solution most likely to be successful? *Make note of how you came to this conclusion and why.*

Part 3: Moving From Ideas to Action

Now that a solution has been selected, it is time to develop an action plan to guide your desired change efforts. Documenting key aspects including roles, responsibilities, strengths and barriers, and measure of success provides clarity, accountability, and mechanisms for monitoring along the way. Additional resources, including templates for full implementation plans can be found [here](#).

Selected Solution: How will we address or prevent the problem from happening again?
Roles & Responsibilities: *Who will do what?*
Resources & Assets: What resources, strengths, or tools do we currently have at our disposal to implement this solution?
Anticipated challenges or barriers: What barriers exist to impede our progress?
Measures of success: How will we know if our solution is effective?