

Appendix 1: Team Performance Observational Tool (TPOT) rating system adapted according to the TEC objectives. Rating Scale used: 1 – Very Poor; 2 – Poor; 3 – Acceptable; 4 – Good; 5 – Excellent.

1. Team Structure	Rating
Assembles a team	
Establishes a leader	
Identifies team goals and vision	
Assigns roles and responsibilities	
Holds team members accountable	
Actively shares information among team members	
Comments:	
Overall Rating – Team Structure	
2. Leadership	Rating
Utilizes resources efficiently to maximize team performance	
Balances workload within the team	
Delegates tasks or assignments, as appropriate	
Conducts briefs, huddles, and debriefs	
Empowers team members to speak freely and ask questions	
Comments:	
Overall Rating - Leadership	
3. Situation Monitoring	Score
Includes patient/family in communication	
Cross monitors fellow team members	
Fosters communication to ensure team members have a shared mental model	
Comments:	
Overall Rating – Situation Monitoring	
4. Mutual Support	Score
Provides task-related support	
Provides timely and constructive feedback to team members	
Effectively advocates for the patient	
Collaborates with team members	
Comments:	
Overall Rating – Mutual Support	
5. Communication	Score
Coaching feedback routinely provided to team members, when appropriate	
Provides brief, clear, specific and timely information to team members	
Seeks information from all available sources	
Verifies information that is communicated	
Uses SBAR, call-outs, check-backs and handoff techniques to communicate effectively with team members	
Overall Rating - Communication	
TEAM PERFORMANCE RATING	