

# RACI Planning Tool for UMWS Sprint

<b><u>R</u>esponsible</b> <i>Who does the work.</i>	<b><u>A</u>ccountable</b> <i>Who makes decisions.</i>	<b><u>C</u>onsulted</b> <i>Who provides input/advice.</i>	<b><u>I</u>nformed</b> <i>Who is kept up-to-date.</i>
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Sprint Action Item	OB inpatient staff	OB providers	Nursing leadership	Nurse educator	Outpatient staff	ED	Home health
Identify if and how UMWS education is currently provided to patients	<b>R</b>	<b>R</b>	<b>A</b>	<b>C</b>	<b>R</b>	<b>I</b>	<b>R</b>
Determine where UMWS handouts will be stored							
Identify when and how UMWS handouts will be distributed to patients							
Provide UMWS patient education							
Document UMWS patient education occurred							

\*This tool is not intended to be all inclusive of tasks within your UMWS patient education process