

TEAM DECISION MAKING TOOL

Regardless of the subject matter, a common understanding of **how** teams make decisions is necessary.

How much agreement is enough?

Listed below is a basic tool that can be shared and used to support effective team decision-making.

Description	Term
<ul style="list-style-type: none">• Best choice, cannot be improved upon	PERFECT
<ul style="list-style-type: none">• We all agree and support without reservation	CONSENSUS
<ul style="list-style-type: none">• The details may not be perfect, but it is close enough for me to support it here at the table and outside this meeting as well.	INFORMED CONSENT
<ul style="list-style-type: none">• I have reservations, I would like more discussion. I may then move up to consensus or consent; move down to concern; or agree that you can decide. I will not second-guess your decision outside this meeting.	RESERVATION
<ul style="list-style-type: none">• I have fundamental concerns; I am not able to support this choice at this time.	CONCERN
<ul style="list-style-type: none">• I do not agree, this is in conflict with my values and beliefs.	DISAGREEMENT