|  |  |
| --- | --- |
| Decision Team | Date |
|  |  |

|  |
| --- |
| **The issue:** |
|  |
| **The decision we have to make:** |
|  |
| **What we know for sure:** |
| Heading 1   * Xxx   Heading 2   * Xxx   Heading 3   * Xxx   Heading 4   * Xxx |

|  |
| --- |
| **Additional Questions – clarifying assumptions…**  **What we don’t know but CAN and SHOULD find out before deciding:** |
|  |
| **What we CAN’T know and should acknowledge as gaps in information:** |
|  |

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| --- |
| **Values We Should Be Living According To (including sources if appropriate)…** |
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| **Different possible answers to the question:** |
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| --- |
| **Recommendation: Choice which best allows us to live to our most important values:** |
| We recommend that…  This is because… |
| Who needs to be consulted about this decision: |
|  |
| Who needs to know about the decision: |
|  |
| Next steps for implementing the choice: |
|  |

Consultation Feedback Form:

|  |  |
| --- | --- |
| Comments related to… |  |
| **New Facts**: background and context provided or clarified | Subheading 1 |
| **Missing Facts**: information that is missing or still unclear |  |
| **Process Values**: what else is very important that needs to inform our thinking about how we do this work |  |
| **Content Values**: what else is very important that needs to inform our thinking about the allocation criteria |  |
| **Process Suggestions**: What steps we should be sure are included |  |
| **Other questions/comments raised**: |  |