**BRAINSTORMING EXERCISE**

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| How to Construct |
| 1. Define the brainstorming topic. 2. Inform participants of the ground rules that (a) “all ideas are good ideas” and (b) “all comments/evaluation should be held in abeyance until the brainstorming is complete.” 3. Give everyone a few minutes to think about the topic and write down their ideas. 4. Have the team members call out their ideas. This can be free-flowing, or structure can be used. Such as going around the table with each person verbalizing one idea each time around. 5. As the ideas are generated, one person should write the ideas on a flip chart. |
| When to use |
| * Use when a list of possible ideas is needed. * This technique works well to generate ideas for such tools as the cause-and-effect diagram and the tree diagram |

Pelletier, L.R. & Beaudin, C.L. *HQ Solutions: Resource for the Healthcare Quality Professional. 4th ed.* Wolters Kluwer; 2018. Page 165