

TRACK: Rapid Reflection Process- *Generic Steps in Critical Reflection*

1. What type of data are we looking at?
 - a. What is the data being charted? (Unit of measure.)
e.g. community changes, % reporting 30-day use, etc.
 - b. How is the data being charted? (Type of graph.)
e.g. cumulative, time series, pie chart, etc.
 - c. Who does the data describe? (The “n” or population represented.)
e.g. 8th grade in Ross County, the Policy action team, etc.
 - d. When were the data collected? (The time period.)
e.g. monthly data, from 2000 to 2008, etc.
2. What are we seeing?
 - a. What pattern we are seeing? (Trends and distribution.)
e.g. increasing, decreasing, mixed, etc.
 - b. When or where is the data different than this overall pattern? (Discontinuity.)
e.g. a spike in 2006, missing data for Oct, etc.
3. What does it mean?
 - a. Is the observed pattern what we would have expected? (Compared to theory or our plan.)
 - b. Why do we think the observed patterns are occurring? (Underlying causes and influences.)
 - c. What additional information do we need to fully understand the observed patterns?
4. What should we do about it?
 - a. Given what we have seen, what adjustments should be made in our work? (Improvement)
 - b. Given what we have seen, what can we celebrate about our work? (Celebration)
 - c. Given what we have seen, who else should know about our conclusions? (Coordination)
 - d. Given what we have seen, what can be said about our ability to achieve outcomes? (Accountability)