

# I·D·E·A

## Decision-Making Prompt Tool

I – Identify the facts  
 D – Determine the relevant values and ethical principles  
 E – Explore the options  
 A – Act and evaluate

<p><b>I</b></p> <p>Identify the Facts</p>	<p><b>Medical Information</b>  <b>Client Preferences</b>  <b>Quality of Life</b>  <b>Contextual Features</b></p> <p>Think also about what don't you know.....what you need to know</p>
<p><b>D</b></p> <p>Determine the Relevant Values and Ethical Principles</p>	<p>Start with the RVH's MY CARE:      • Values – Work Together • Respect All • Think Big• Own It •Care</p> <p>Some other principles to consider:</p> <p><b>Respect for Autonomy</b>      - Is someone's right to make choices based on their personal values and beliefs being respected or not?</p> <p><b>Dignity</b>      - Are we dealing with everyone as they wish to be treated, as individuals, with compassion, respected, heard, and understood?</p> <p><b>Patient-centred Care</b>      - Are we respecting and responding to the patient's or family's values, preferences, decisions or self-identified best interests?</p> <p><b>Justice/Fairness</b>      - Are we ensuring equitable access to resources and opportunities? Are we treating people and groups fairly? Are we providing people with ways to openly express their opinions?</p> <p><b>Transparency</b>      - Are we communicating options and decisions, and the rationale behind these, to all involved stakeholders? Are we doing this in an accurate, timely, and understandable way to assist in their decision making?</p> <p><b>Diversity</b>      - Are we accommodating, protecting and supporting differences, including religious, cultural, political and other differences, among people and groups?</p> <p><b>Non-Maleficence</b>      - Are we acting in such a way as to prevent causing harm to others?</p>
<p><b>E</b></p> <p>Explore the Options</p>	<p><b>What options/alternative courses of action exist?</b>      Which principles (from Step 2) would each option protect or thwart?      Is each option consistent with relevant statutes, regulations, policies, standards, etc. (from Step 1)?      What outcome would you predict for each option and how would key stakeholders be affected?</p> <p><b>Which option is most ethically justifiable?</b>      Which option(s) is/are ethically acceptable and ethically <u>un</u>acceptable? Why? Identify the most ethically defensible option and the ethical principles, likely outcomes, etc. that support it. If key stakeholders disagree, can an ethically acceptable compromise be reached?</p>
<p><b>A</b></p> <p>Act</p>	<p>Recommend the best option, and support its implementation. Who is the best person/group to implement the decision, including a plan to communicate the decision and its rationale? How will the plan be monitored and followed up?</p>