

REVIEW AND CONCEPTUALIZATION OF COLLABORATION

Item	Strongly Disagree	Disagree	Agree	Strongly Agree
Open Communication				
Communication between members of this team is honest and clear				
There is a clear process for open communication				
When there is conflict, members of this team discuss it openly				
People on this team listen to and understand the ideas and thoughts of others				
I have the opportunity to share my knowledge and ideas				
Trust				
I have taken the time to build trust with each team member				
Our team fosters creative thinking, innovation, and risk taking via a clear brainstorming/open discussion process				
Our team members act for the good of the group (or child) rather than for hidden personal agendas				
The people on this team are predictable, reliable, and consistent in their behavior				
I feel I can share knowledge and ideas with others with the belief that I will not be judged				
Mutual Respect				
Cultural differences within the team are acknowledged and understood				
People demonstrate flexibility and the ability to compromise when decisions are being made				
Conflict is acknowledged and resolved constructively				
We have confidence in each other's abilities				
My knowledge and ideas are valued by others				
Shared Goals				
Goals are mutually created and agreed upon				

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My input in creating goals is valued				
People work together toward accomplishing shared goals				
Common Understanding				
Members of the team are receptive to others' contributions				
There is a shared belief that, together, the team will accomplish its goals				
Members involved are open to the ideas of others				
My values are similar to the values of others around me				
Each member of the team brings unique and important information to the collaborative process				
Shared Responsibility				
We have taken the time to build a sense of shared ownership among our team				
Each person on this team has a clear sense of personal roles and responsibilities				
We have identified the skills and resources that each individual brings to the collaboration				
All members are truly committed to the process				
Active Participation				
All team members contribute different resources toward achieving the goal				
Leaders are actively involved in creating change or working toward our goals together				
All members are actively engaged in the process				
Shared Decision Making				
Members are encouraged to provide input in the decision-making process				
All members participate in the decision-making process				
Each member contributes his or her knowledge and ideas to the final decision				
There is a clear process for making decisions and implementing actions				

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Implementation				
Each member follows through with his or her role in implementation				
Members continue to communicate during implementation				
We have a process that ensures that chosen interventions are implemented as planned				
Outcomes are evaluated for effectiveness using a data-collection process				

Figure 3. Collaboration checklist for problem-solving teams.