







# After Action Review

## WHAT IS AFTER ACTION REVIEW (AAR)?

After Action Review (AAR) is a way for teams or groups to reflect on their work and identify learning and improvement opportunities. AAR is a one-off discussion following an event or activity with the support of an independent facilitator (known as a 'conductor').

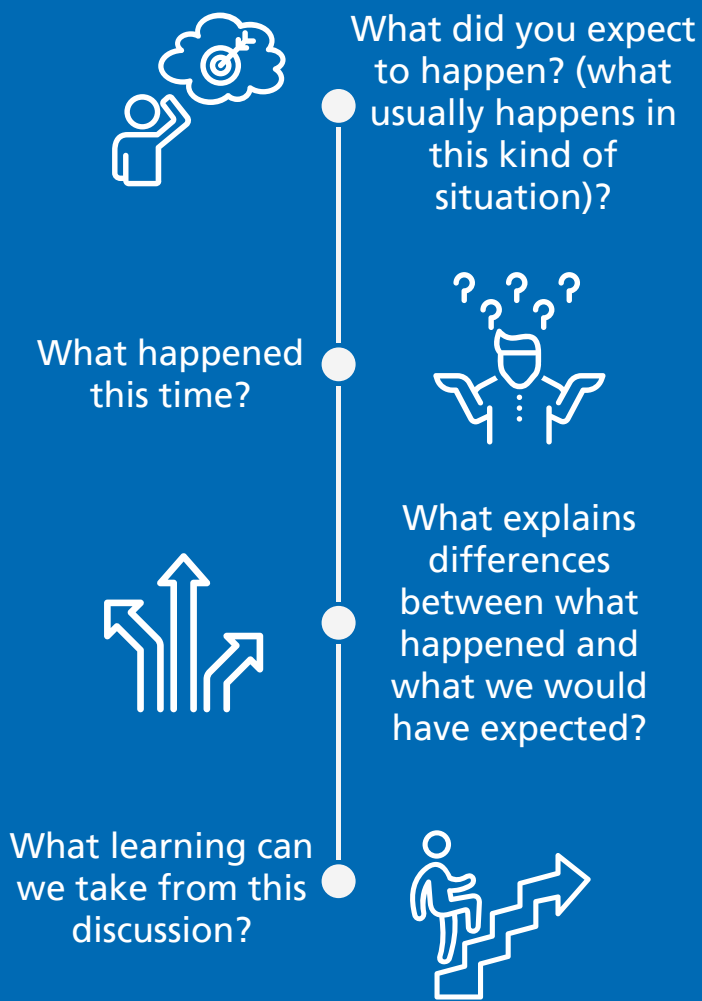
### WHAT'S GREAT ABOUT AAR?

- Teams say it is easy, enjoyable and supportive. 
- AAR helps to generate new learning, for those attending and to share with others. 
- It often leads to effective improvement ideas. 
- Working relationships can be improved. 

### WHEN WOULD I USE AAR?

- After any event that may have learning value, whatever the outcome.
- Once a conductor has been identified
- When the people involved in what happened are able to join.
- Soon after a safety event, ideally within 4-6 weeks.

### MAIN QUESTIONS IN AN AAR



### GROUND RULES FOR AAR

- The focus is on learning, not judgement.
- Multiple perspectives are welcome.
- Hierarchy is left outside.
- Everyone to contribute, we all have something to offer.
- Focus on listening and learning (no phones/emails).
- Arrive on time, end on time.
- People share their own experiences and perspective.
- The process of AAR is a safe space for learning- what is said stays in the room, only the themes are shared onwards.
- Work together with these ground rules.

### FAQS

#### What is the purpose of AAR?

To support high quality learning conversations.

#### How long to AARs take?

AARs can usually be completed within 1.5 hours, but the approach can be used flexibly, eg. 15 mins for a small group and simple action.

#### What happens after an AAR?

The conductor shares a summary of the learning themes and any actions agreed. The summary is saved on InPhase and where appropriate in patients records.



Email [elft.safetynetwork@nhs.net](mailto:elft.safetynetwork@nhs.net) for further information



**We care**  
**We respect**  
**We are inclusive**