

Walk the Wall

Process Summary

Walk the wall is used during site visit to allow team members to review and provide input, information, and feedback on site visit worksheets, comments, and key themes.

Step	Instructions
1. Prep	Team leader provides each team member with a different color post-it note and notes who has which color.
2. Consensus Week & Site Visit Arrival Evening	<p>If Site Visit Arrival Afternoon/Evening – review the requested documents then continue below.</p> <p>Hang most current site visit worksheets and questions on the wall. Each team member reviews the information & questions planned and provides feedback and information on their specific color post-it note. If a specific sheet looks good to the examiner, a blank post-it is put on to represent the examiner has reviewed the sheet.</p>
3. Category Lead	Review comments and make any needed updates to ScoreBook Navigator.
4. Site Visit	Complete site visit interviews, observations, and document review. Update scorebook navigator with information gathered.
5. Walk the Wall	Hang the current comments in ScoreBook Navigator (use Feedback Report for comments and Key Themes for Key Themes) on the wall. Each team member reviews the comments and add any information & questions planned and provides feedback and information on their specific color post-it note. If a specific sheet looks good to the examiner, a blank post-it is put on to represent the examiner has reviewed the sheet.
6.	Repeat steps 3-5 until all comments and key themes are completed and entered into ScoreBook Navigator.