**System Safety Review Process**

Human Factors Debriefing Participant Information

As a Participant:

* You will be treated with courtesy, support, and respect by all system safety analyst staff.
* This is a safe environment where you can share your thoughts and concerns.
* Your participation will help support DCBS to learn and improve how we can best serve our children and families.
* Involvement is voluntary and you may decline answering individual questions.
* Information provided will be used solely for the system safety review process and any recommendations developed thereafter.
* Your name will not be published in any of the documentation used throughout the process.
* Understand that this process is not punitive and does not involve human resources.
* Prior to the debriefing interview, you will review the record to familiarize yourself with the case being discussed.
* A survey will be provided to you after the completion of the debriefing to gain feedback on your experience.
* If you would like more information on the system safety review process associated with the debriefing you may contact your system safety analyst.