

A Quick Guide:

Leadership Pause and Reset

**A Two-Minute
Reset During Any
Emergency**

Step-by-Step

1

Call the Huddle

Say: "Pause. Quick huddle."

- Gather whoever is immediately available
- Stay where you are

2

Reset the Situation

State the facts:

- What is happening
- What the risk is
- What has already been done

3

Set the Priority

Say: "Our priority right now is: [ONE clear goal]."

4

Assign Roles

- Be direct
- Use names or roles
- Keep tasks simple

5

Confirm Action

Ask: "Are we clear?"

- Look for verbal confirmation
- Clarify immediately if needed

6

Move

Say: "Go."

- Stop talking
- Let action begin immediately
- What would you change next time?

Purpose

Create a quick reset moment to stop chaos, restore direction, and align the team.

Who Leads

First available leader on scene: supervisor, manager, charge nurse, or team lead.

When to Use

Use a reset huddle when you see:

- Confusion or conflicting actions
- Escalation or change of the situation
- The environment becomes chaotic

Essentials

- Keep it short (under two minutes)
- Focus on action, not discussion
- Don't solve everything

Success Is

- One clear direction
- Roles assigned quickly
- Staff moving with confidence

