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

Figure 3. *(continued)*

Item	Strongly Disagree	Disagree	Agree	Strongly Agree
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	○	○	○	○
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.