



"We are what we repeatedly do. Excellence, then, is not an act, but a habit." - Aristotle

Decision Making Framework

An analytical habit to assess problems and develop constructive approaches to their resolutions.

PART ONE: OPENING UP THE PROBLEM

- 1) What are the issues?
 - what is at stake? what are the potential consequences?
 - what caused the problem? how urgent or serious is it?
- 2) What rules or regulations apply?
 - institutional regulations? laws? unwritten rules? code of ethics?
 - what family or community-based expectations are there?
- 3) What questions do you have or data do you need?
 - what is the context? what information do you have? what information do you not have?
 - what data would share more light on the issue? how do you get it?
 - how will other perceive the problem? what if you're wrong?

PART TWO: MOVING TOWARDS ACTION

- 4) Who, and what, are the resources you have available?
 - what were you taught? what does your internal compass tell you?
 - what do the rules and regulations say? are there personal values that apply here?
 - are there any mentors or reliable confidants you could consult with?
- 5) What are your options?
 - what are the like consequences of each option?
 - who is affected by each option?
 - are there any preventative measures you can take to address predictable problems?
- 6) What will you do? What will you say? How (exactly) will you say it?
 - what is your plan of action, including a timeline of execution?
 - what are the pertinent materials? what goals will you set? what scripts will you need?
 - what is the option that best serves a fair and just outcome?

BUILDING HABITS

Habits are behaviors that we repeat so often they become second nature; you don't have to think each time about what you will do or how you will approach a situation. Habits reduce cognitive load by putting basic items into your 'auto-pilot' systems; they help us focus so we can make important choices more effectively. Is the **DMF** a habit of yours? Analytical decision-making can strengthen your choices and help assure the consequences that follow them are ones you have chosen, thoughtfully, consciously and purposefully.

Engage both the rational and the emotional aspects of your brain in solidifying the habit. Be specific and analytical in attaining your goal; break the process down into smaller steps when they seem intimidating; and shape your path and adjust your environment to make it easier for you to adopt the new behavior.

Habits allow you to engage with the rest of your life more efficiently. Using a structured **Decision-Making Framework** allows you to make better decisions.

Practice it! Make it a habit

