

Appendix E

Deviation from Best Practices

When it is determined that it is absolutely necessary to deviate from best practices the following of types of questions should be considered in order to minimize risk.

1. Why must I deviate from best practices in this specific instance?
2. Must I deviate from best practice or is this merely convenient?
3. If convenience is the issue, what is the magnitude of the inconvenience?
4. If you make the decision to deviate, have you considered ways in which to make it transparent?
 - a) Who needs to know?
 - b) What documentation do you need?
 - c) Who should be involved in making the decision?
 - d) Who is ultimately responsible for the best practice?
5. Is there a way that training could be helpful in this situation?
6. How often have we shifted out of best practices recently? *It is important to watch for and be aware of patterns.*
7. With what must I be concerned to ensure the safety of God's people?
8. If thrust into a non-best practice situation, what do I need to do? Who needs to be immediately informed of what I am doing?