



What is a Seven Minute Briefing

1. 7 minute briefings explained

Seven minute briefings are based on a technique borrowed from the FBI. It is based on research, which suggests that seven minutes is an ideal time span to concentrate and learn.

2. Why it matters

We are aware of increasing pressure on services, which can make it difficult to release staff to attend training.

These short, team based learning events might be a helpful way to support learning.

7. What to do next

The expectation is that team leaders will present briefings to their staff. It will be important to make the topic relevant to your service. The briefings should not be mixed in with the ordinary day to day issues of the team, as this will diminish their impact.



3. Information

The content of the briefings will be a mixture of new information or a reminder/repeat of basic information with challenge to think about the application to practice in the team.

Their brief duration should also mean that they hold people's attention, as well as giving managers something to share with their staff.

4.

The structure of each briefing will be the same, so it becomes easier to find the information, once managers are familiar with the format.

5.

The briefings will be an invitation to think, and will end with discussion points which teams can use if there is time.

The briefing will stand alone, even without discussion, although if time is allowed for discussion this is likely to enhance the learning for the team.

6.

Briefings should be delivered face-to-face or via Teams, to ensure they are not misunderstood.

If you or your team have suggestions for future briefing topics, please send your suggestions to the SWLCCG.Safeguarding1@nhs.net