EQUiP

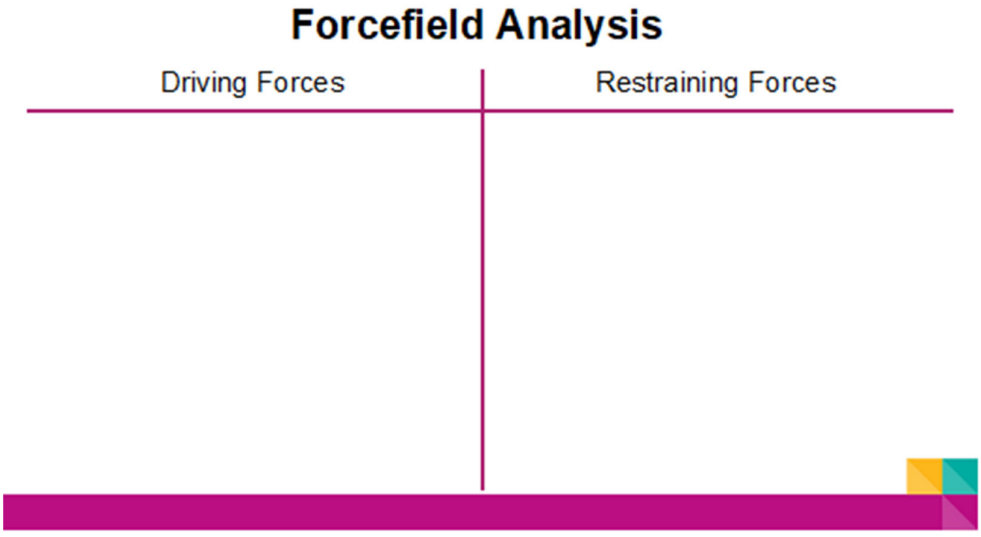
ENABLING QUALITY IMPROVEMENT IN PRACTICE

Tower Hamlets Our Latest Newsletter (20/10/2021)

Tool of the season: Force Field Analysis

Force Field Analysis

Force Field Analysis is a great tool that can be used at any point within a QI project. The theory behind this tool is that there are both forces that drive and resist any change. This tool enables you to **reflect on the different factors that may be driving and/or hindering change, progress or success of a QI project**. It can also be used outside of a QI project to work through a difficult decision or to understand why something isn't progressing.



A ***Driving Force*** is a factor that will positively impact the success of the change, project or progress. These can often become drivers on your driver diagram. Examples of driving forces:

- Staff capability
- Leadership/management support
- Technology

A ***Restraining Force*** is a factor that is hindering the change or progress. These are often barriers to success or progress. Examples of restraining forces are:

- Lack of engagement
- No buy in
- Time
- Resources or equipment

Driving forces are often the opposite to the restraining forces however there can also be independent driving and restraining forces.

How to do Force Field Analysis?

Step 1:

Agree the area of focus for the Force Field Analysis. Some of examples of what you could use the Force Field Analysis for:

- Achieving the project aim
- Stakeholder engagement
- Project progress
- Work through a challenging/complex decision
- To assist in developing a driver diagram

Step 2:

Choose whether to start with the driving or restraining forces but spend time independently in each area. Spend time identifying as many driving or restraining forces before moving onto the force you didn't start with. Whiteboards and/or post its can be used to support this.

Step 3:

Once you have reflected on the driving and restraining forces, identify actions you could take to reduce/remove the restraining forces/barriers and help balance out the forces.