



Go-Forward Plan

Date of Original Incident (MM/DD/YY):

Date Plan Prepared (MM-DD-YYYY):

Team Members (Name, title):

Summary of Failure and Corrective Action - *Provide a high-level description of the results of the RCA*

Ongoing Measurements - *List the activities, timing and person(s) responsible for future verification tests*

Communication Plan - *State the steps to communicate the results of the implementation (corrective action(s), new procedures, training schedule, etc.)*

Documentation and Updates - *Where will documents associated with the RCA be maintained? What process is in place to update them?*

Associated Issues - *Were any other issues identified? If so, what is the plan to address them?*

In Case of Recurrence - *How will the team respond in case of recurrence?*

Approval – *Provide the name(s) of leader(s) approving the project implementation*