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COLLABORATIVE USER STORY CHECKLIST

Informant:		Role/Title:		Date:	

As a [user], I want [action], so that [goal]
As a [client/caregiver], I want [specific communication ability], so that [meaningful-like outcome]

Check (☑) each box when you have gathered the required information to write a complete user story

1. USER STORY STRUCTURE

- [ ] Who is the user? (patient/student/client)
- [ ] What do they aim to achieve?
- [ ] Does it align with their culture and/or value system?

2. COLLABORATIVE PROCESS

- [ ] Has input been gathered from all internal/external stakeholders?
- [ ] How will you improve the outcomes of the patient/student/client?
- [ ] How will you validate the information with all parties involved?

3. QUALITY ASSURANCE

- [ ] Does everyone in the process understand their role?
- [ ] Please verify the completion date:

4. STORY DETAILS

- [ ] How important is this to the user/users?
- [ ] Can the action be completed in one sprint?

5. PATIENT & FAMILY COLLABORATION

- [ ] Direct feedback received from patient/student/client about their needs
- [ ] Family member perspectives and concerns gathered for review
- [ ] All stakeholders align on patient/student/client priorities

6. VALIDATION & IMPLEMENTATION

- [ ] Patient/Student/Client can validate the solution meets their needs
- [ ] Family members confirm the approach and acknowledge their needs
- [ ] All persons involved in the process understand how to support the story