

Client Debriefing Checklist

1. Communication

What did and did not work well?

Did anyone have challenges in communications? Were they appropriately addressed?

Did anyone's body language raise an issue?

Are there problems that still need to be addressed?

2. Interpersonal dynamics

What did and did not work well?

Was there anything going on that wasn't addressed? Does it need to be addressed?

Are there problematic dynamics between a spouse and the other spouse's attorney?

Is there anything that needs to be cleared up between us?

Is there tension between any combination of people that needs to be addressed?

3. Substantive

Did we forget anything that needs to be addressed before the next meeting?

Were the problems or issues you wanted to address adequately resolved?

4. Process

Were your needs, interests, perspectives verbalized?

Were your needs, interests, perspectives addressed in any resolution or agreements?

Was there anything that bothered you during the meeting?

Is there anything else the attorney ought to know?