## **SWOT Analysis Tipsheet**

A SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis is a proven method for assessing and identifying factors of your practice or clinic as you prepare to orient and integrate learners.



## **Elements of SWOT**

- Strengths <u>Internal</u> Factors that are likely to have a positive effect on (or be an enabler to) achieving your objectives
- Weaknesses <u>Internal</u> Factors that are likely to have a negative effect on (or be a barrier to)
  achieving your objectives
- Opportunities <u>External</u> Factors that are likely to have a positive effect on achieving or exceeding your objectives, or goals not previously considered
- Threats <u>External</u> Factors and conditions that are likely to have a negative effect on achieving the clinic's objectives or making the objective redundant or unachievable.

## Conducting the Analysis

- SWOTs are most effective when conducted in groups as brainstorming sessions
- If possible, have an independent person lead the session
- Record the session so that you can capture everything verbatim but be sure to ask permission so that participants feel comfortable sharing ideas and disclosing perceived weaknesses and threats
- Suggested questions for each factor can be found on the following page
- Analyze your findings and use them to inform your action plans
- The goal of identifying threats and weaknesses is not to neutralize them immediately, but to have them on your radar as you plan



## Suggested SWOT Questions

Strengths	Weaknesses
How does our clinic excel?	What obstacles do we face on a daily basis?
What sets our site apart from other nursing sites?	Are there logistical problems with integrating learners?
What unique/important learning opportunities can we offer to learners?	What are the areas that we need to work on?
	In what areas do we need more training?
Opportunities	Threats
What could learners add to our patient care?	What obstacles do we face?
How is nursing changing? How can we add to that change?	Could any of our weaknesses prevent us from integrating learners successfully?
How can we turn our strengths into learning opportunities?	Do we have any policies that may conflict or complicate integrating learners?