



## BRIDGE Academy Toolkit

### Clean Sheet Redesign

Clean Sheet Redesign is a method of completely reimaging a process – by experimenting with solutions and mapping a new process that produces the desired product or service and meets the Critical Success Factors identified in the Gap Analysis. Experimenting with solutions by developing one or more Clean Sheet Redesign is the final step of the Innovating phase of the Process Improvement Cycle (Box 6 of the A3 Report.)

To develop a Clean Sheet Redesign, the team should:

- Put aside the “current state” and start from scratch
- Design processes around value-adding activities
- Design solutions in which work is performed where it makes the most sense
- Strive for continuous flow when possible
- Reduce or eliminate waiting, moving, rework, and batching
- Reduce checks and reviews
- Push decision-making down to the lowest reasonable level

#### How to Use this Tool:

1. Select one or more solutions to test
2. Create a Process Map of the redesigned process that identifies the following:
  - Functions
  - Steps
  - Decisions
  - Customer and Public Value
3. Test the redesigned process to determine whether and to what extent it addresses the Critical Success Factors
4. Repeat this process as needed to refine the solution prior to implementation