REACHABILITY LABS

Diagnostic Scope Worksheet

Use this privately to clarify the decision before sharing anything. Short answers and explicit uncertainty are useful.

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Privacy boundary: this PDF does not submit or transmit data. Do not email confidential, export-controlled, proprietary, safety-sensitive, regulated, or personal information until scope, authorization, and handling are agreed.

1. What are you trying to do?

- ■ Use an instrument
- ■ Shadow validation
- ■ Scope a diagnostic
- ■ Research collaboration
- ■ Technical collaboration
- ■ Unsure

Name	**Organization / team**
Email	**Role**

Blocked or at-risk decision

What must someone decide, approve, hold, redesign, or stop?

Decision date or horizon

When does waiting itself change cost, safety, access, schedule, or available options?

Target / success criterion

What observable condition would count as success, and under which configuration?

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System and present state

Describe the territory as it exists now, not only the intended process.

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System, process, or program

What is being run, built, transferred, qualified, or decided?

Relevant configuration and revision

Equipment, recipe, software, material lot, fixture, method, environment, or other state that matters.

Observed failure or uncertainty

What happened? What was expected? Include units, direction, frequency, timing, and boundary conditions when known.

What changed - and what did not

List simultaneous changes, drift, maintenance, supplier/lot changes, revisions, staffing, environment, or measurement changes.

Decision owner and authorization path

Who owns the technical judgment? Who owns the consequential decision? Who can authorize the next action?

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Evidence and prior work

Incomplete and conflicting records are allowed; hide neither.

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Records and evidence available

Run logs, raw data, work instructions, CAD, code, change records, MSA, DOE, FMEA, deviations, CAPA/8D, maintenance, images, interviews, samples, or other sources.

What has already been tried

Tests, parameter changes, containment, repairs, rework, redesign, analyses, and outcomes.

Established methods already in use

RCA, 8D, CAPA, FMEA/PFMEA, DOE, MSA, SPC, V&V;, TRR, change control, safety review, or another method.

Known conflicts, missing records, or uncertain provenance

Where do sources disagree? What may be stale? What exists only in memory?

Confidentiality, access, safety, regulatory, or export constraints

State the constraint; do not include the restricted content here.

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The proposed next test or change

A useful scope includes what the action itself consumes, not only what its result may reveal.

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Proposed action

What test, change, release, purchase, build, or commitment is currently being considered?

Plausible results and decision consequences

For pass, fail, and invalid/inconclusive: what decision and next action would change?

Execution or commitment effects

What time, money, specimen, material, component life, configuration, qualification, access window, evidence lineage, or rollback capacity does the action consume?

Last reversible point and preservation action

What can still be staged, duplicated, snapshotted, retained, qualified, or delayed before the option closes?

Route-out check: if an established method already resolves this decision directly, use it. A Reachability overlay has not earned a place if it duplicates the competent ordinary packet at equal or greater burden.

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Instrument adoption questions

Complete this page only when evaluating the one-page instruments at a real gate.

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Which existing gate would the instrument attach to?

Examples: TRR, test approval, ECR/ECN, deviation, release, or design review.

Who fills it, and who benefits immediately?

Who reviews it, and who can require it?

What burden would make it unacceptable?

Time, duplication, training, approval delay, or interpretive ambiguity.

What first-use outcome would justify voluntary reuse?

How to proceed: use this worksheet for your own preparation. If you choose to discuss fit, send only a short non-confidential description of the blocked decision to mnothem@reachabilitylabs.org. Sharing any file requires a separate, explicit decision by you.

This worksheet is not an engagement agreement, authorization, safety review, regulated record, or data-transfer mechanism.