

ADHD Deadline Triage Worksheet

A deadline triage worksheet for sorting urgent work by consequence, next action, and recovery move.

What's the deadline problem right now?

Choose the real risk. Triage is for changing the situation, not catching up on everything at once.

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| ☐ Everything feels urgent, so I cannot choose what to do first. | ☐ Something is overdue and I am avoiding the person involved. |
| ☐ The task is too large to finish in the time left. | ☐ I do not know what is due when. |
| ☐ The pressure makes me freeze instead of act. | |
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Write only enough to begin

My two-minute action is:

The first round is done when:

If I stop, the next visible move is:
