One PIP QI Quarter - Quality Improvement Record

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| **GOAL SETTING**  **NOTE:** This document can be used for **ONE** “Practice Incentive Payment Quality Improvement (PIP QI)” Quarter  **This record can also be used to assist with preparation for RACGP Accreditation** | | |
| Practice name: | | PIP QI Quarter: |
| Record completed by: | | Date: |
| **Focus Area & Aim | What are you trying to achieve? | What is your goal?**  Use **Specific, Measurable, Achievable, Relevant, Time-based, Agreed (S.M.A.R.T.A)** goals.  ***Example****: Our practice would like to increase clinical coding/recording of smoking status, weight, alcohol intake and physical activity in each patient’s clinical record within the next 3/6/9/12 months.* | | |
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| **What are the ways that you can review and measure the activity?**  ***Example:*** *The practice nurse can use the Primary Health Network practice dashboard (or run a CAT 4 report in PEN CS) to observe the baseline data. This can be reviewed at monthly intervals and at the end of the PIP QI Quarter.* | | |
| *\*PCIO TIP\* insert image of baseline data or scan dashboard report and attach to this document. Your PCIO can help with this if you need.* | | |
| **IDEAS | What activities and changes can you make to help you reach your GOAL?**  Develop ideas that you would like to test towards achieving your goal. Use the **S.M.A.R.T.A** approach when developing your ideas.  ***Example:*** *By August 2021, record 100% allergy status for all active patients.* | | |
| **Idea 1.** |  | |
| **Idea 2.** |  | |
| **Idea 3.** |  | |
| **Idea 4.** |  | |

Quality Improvement Record

**Plan, Do, Study, Act (PDSA) Cycle**

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| **IDEA**  *(From page 1)* |  |
| **PLAN**  *Who is going to undertake this activity?*  *When are they going to do it? What resources/software will they need?* | **Who:**  **When:**  **Where:**  **Data to be collected:**  **Data predictions**: |
| **DO (DID)**  *Was the plan executed?*  *Were there any unexpected events or problems? Record data.* |  |
| **STUDY**  *Review actions and reflect on outcome. Compare to predictions* |  |
| **ACT**  *What now?*  *What will you take forward?*  *What is the next step?* |  |