



Quality Improvement Record

**Goal Setting; Suitable for 1
PIP Quarter or for a 12 month
strategic approach to QI**

Practice Name: _____

PIP QI Quarter/s: _____

Completed by: _____

Date: _____

Focus Area & Aim.... What are you trying to achieve? What is your goal?

e.g. to increase coding of smoking status, weight, alcohol intake and physical activity in patient's clinical record.

SMARTER: Specific, Measurable, Agreed, Realistic, Evaluate, Reviewed

What are the ways you can review and measure the activity?

i.e., The practice nurse can use the PHN dashboard (or run a report) to see the starting data, which we can review each month and at the end of the quarter

**PCIO TIP* insert image of starting 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 we make to help reach your GOAL?

e.g., 1. Present QI activities at staff meeting, show baseline data 2. encourage clinicians to habitually of asking patients about these factors and implements ways to support new habit.... 3. present changes in data at meetings and to encourage and give feedback to staff.

Idea 1.

Idea 2.

Idea 3.

Idea 4.



Quality Improvement

Plan, Do, Study, Act (PDSA) Cycle Documenting the detail of your QI Ideas

Idea 1 (from goal setting page)

Plan - Who, When, Where

Who is going to undertake this activity, when are they going to do it, what resources, software will they need? e.g., Team leader to present data from PHN Dashboard at meeting on 23/8/2021 ... add detail?

Do (Did) - Was the activity completed? Any unexpected events or problems? Record relevant baseline data.

Study - Review actions and reflect on outcome. Compare to predictions.

Act - What now, what will you take forward, what is the next step?

e.g., PM to track changes on graph and make it visible for whole practice in lunchroom, PM to use CAT4 data extract between PHN dashboard to track changes and to be done end of month (put in calendar)



Idea 2

Plan - Who, When, Where

Do (Did) - Was the activity completed? Any unexpected events or problems? Record relevant baseline data.

Study - Review actions and reflect on outcome. Compare to predictions.

Act - What now, what will you take forward, what is the next step?



Idea 3

Plan - Who, When, Where

Who is going to undertake this activity, when are they going to do it, what resources, software will they need? e.g., Team leader to present data from PHN Dashboard at meeting on 23/8/2021 ... add detail?

Do (Did) - Was the activity completed? Any unexpected events or problems? Record relevant baseline data.

Study - Review actions and reflect on outcome. Compare to predictions.

Act - What now, what will you take forward, what is the next step?

e.g., PM to track changes on graph and make it visible for whole practice in lunchroom, PM to use CAT4 data extract between PHN dashboard to track changes and to be done end of month (put in calendar)



Idea 4

Plan - Who, When, Where, What

Do (Did) - Was the activity completed? Any unexpected events or problems? Record relevant baseline data.

Study - Review actions and reflect on outcome. Compare to predictions.

Act - What now, what will you take forward, what is the next step?