

Where to start

- Establish a project name
- Think about your team
 - Who should be involved (stakeholders)
 - What are their roles in your team
 - How will you communicate
 - Formation of teams
- Create a high level plan
 - Think about a roadmap for success
 - Understand timetable with Health Quality & Safety Commission
 - What are the governance arrangements?

Creating a project charter

What are we trying to accomplish?

CREATING A SHARED AIM

- Project purpose
- Background information
- Goals

How will we know that a change is an improvement?

MEASURING IMPROVEMENT

- Measures – outcomes, processes and balancing
- Displaying and sharing data

What changes can we make that will result in improvement?

TAKING ACTION AND LEARNING

- **Developing changes – understanding the problem**
- **Testing changes – learning how to solve the problem**
- **Implementing changes – solving the problem**

What are we trying to accomplish?

- Developing aim statement
 - What do you want to achieve?
 - What background and context is relevant?
 - What's the scope of your project?
 - Patient type
 - Ward area
 - Focussed on which type of harm?
- Developing project goals
 - What does success look like?
 - Be aspirational but realistic
 - Can you measure your goals?