**Resident Project – QUALITY IMPROVEMENT**

**Family Medicine, Western University**

**This document will walk you through the steps of completing a Quality Improvement (QI) project.**

**QI projects will focus on your family medicine home centre and will be an issue that involves or affects patient care.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Resident Name** | **Faculty Advisor Name** | **Family Medicine Site [i.e. SJFMC, Hanover]** | **Indicate one Faculty Advisor as Project Lead** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |

|  |  |
| --- | --- |
| **Provide the following information for the final write-up. [Not needed for proposal submission]** | |
| **Title of project** |  |
| **Abstract [less than 250 words]** |  |
| **Preference for presentation type at Resident Project Day [June PGY2]**  **[Full or Lightning Oral presentation]** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **--------------------------------------------------1 -- BACKGROUND---------------------------------------------------** | | | |
| **1.1 - Each resident within group to describe a clinical event that serves as project inspiration. Was there something that didn’t go as planned? What were personal characteristics that contributed? What were system characteristics that contributed?** | | | |
|  | | | |
| **1.2 - Describe a problem or gap within your clinic. Describe context. What is the baseline level of the problem? [Provide a quantitative, measured baseline value from your clinic]** | | | |
|  | | | |
| **1.3 - Describe literature search strategy [databases/keywords]. Write a few cohesive paragraphs to summarize the literature relating to problem [Like the introduction to a journal article, write this in your own words with proper citations, min 5 references].** | | | |
|  | | | |
| **1.4 - For a QI project related to the above problem, who should be on your project team? [a flow chart can help identify]** | | | |
|  | | | |
| **---------------------------------------------------2 -- FRAMEWORK ---------------------------------------------------** | | | |
| **2.1 - Aim Statement – What improvement do you want to see? [Should answer: How good? For whom? By when?]** | | | |
|  | | | |
| **2.2 - Family of Measures – What will you measure? How will you measure it?** | | | |
| 1. **Outcome Measure**   *[measure you ultimately want to impact]* | |  | |
| 1. **Process Measures**   *[Measures that will tell if on way to improvement. Think about: Is the system working as designed? Are we doing what we’re supposed to do? Are we on track to improve? What can we measure that will tell us this?]* | |  | |
| 1. **Balance Measures**   *[Measures suggests changes affect other areas*  *Think about: What are the trade-offs? In solving one problem, are we making others worse?]* | |  | |
| **2.3 - Complete a root cause analysis to understand the root cause of problem. This can be in the form of a Cause and Effect Diagram, Driver Diagram, Process Map, Pareto Chart, 5 Whys explanation, etc. Can attach as separate document, and would be best as a visual.** | | | |
|  | | | |
| **2.4 - List change ideas that might result in improvement [Use QI tools: process map, benchmarking, change concepts, etc.]** | | | |
|  | | | |
| **2.5 - Choose 1 change idea that you will try for your first PDSA and describe how it was prioritized. (Think about feasibility, stakeholder buy-in, high yield/low effort. Why should you start with this idea?)** | | | |
|  | | | |
| **2.6 - Are there any ethical concerns with this project (data privacy)? [Use screening tool** [**ARECCI**](http://www.aihealthsolutions.ca/arecci/screening/55021/8f6f090b310a251328ceb8b806a3d3e0) **for ethics eligibility. Report score and where points were acquired. Your score will probably be above 0!]** | | | |
|  | | | |
| **2.7 - Is project realistic (setting/resources)? Can it be done in 3-6 months? Have you consulted with team/stakeholders?** | | | |
|  | | | |
| **---------------------------------------------3 -- PLAN DO STUDY ACT------------------------------------------------** | | | |
| * **Identify one change you would like to test.** * **PDSA 1 should be a very small test. Subsequent PDSAs can be larger if PDSA 1 is successful.** * **If PDSA 1 does not work, think ‘why’ and determine another change to test.** * **For this project, you should aim to complete at least 2 PDSAs.** * **Copy and paste this worksheet as needed [e.g. additional PDSAs or testing 2 changes in parallel]** | | | |
| **PDSA 1 Date started: Date completed:** | | | |
| **Plan -** What, when, where will you test? Who will test it? (5Ws)  What data will you collect and how? | After completing “Plan” of PDSA 1, you have completed the proposal section of the Quality Improvement (QI) form. | | |
| **Do -** What did you find?  What did you find unrelated to the plan? |  | | |
| **Study -** Analyze your data you set out to collect in “Plan”  Did test lead to improvement? |  | | |
| **Act** - What modifications should you make?  What will you do for the next PDSA? |  | | |
| **PDSA 2 Date started: Date completed:** | | | |
| **Plan** – 5Ws, and how? |  | | |
| **Do** – What did you find? |  | | |
| **Study** – What does it mean? |  | | |
| **Act** – What should be changed? |  | | |
| **PDSA 3 Date started: Date completed:** | | | |
| **Plan** – 5Ws, and how? |  | | |
| **Do** – What did you find? |  | | |
| **Study** – What does it mean? |  | | |
| **Act** – What should be changed? |  | | |
| **PDSA 4 Date started: Date completed:** | | | |
| **Plan** – 5Ws, and how? |  | | |
| **Do** – What did you find? |  | | |
| **Study** – What does it mean? |  | | |
| **Act** – What should be changed? |  | | |
| **----------------------------------------------4 -- SUMMARY REPORT-------------------------------------------------** | | | |
| **4.1 - Give brief summary of results for each family of measure below.** | | | |
| **Outcome Measure** | | |  |
| **Process Measure** | | |  |
| **Balance Measure** | | |  |
| **4.2 - Present your results for the outcome measure with the below graph [or create your own chart within word or excel]**  *[Right click on chart area and select “Edit Data”. Change data to reflect your numbers]* | | | |
| **4.3 - Based on findings, should project be continued or implemented? Why (not)? Reflect on sustainability of project.** | | | |
|  | | | |
| **4.4 - If results did not reach goal, what are possible explanations for the variance from the target?** | | | |
|  | | | |
| **4.5 - Describe possible sources of bias to your project.** | | | |
|  | | | |
| **4.6 - Describe successes in implementing the change** | | |  |
| **4.7 - Describe difficulties in implementing the change** | | |  |
| **4.8 - Discuss significance and relate findings to the literature [min 5 references]** | | | |
|  | | | |
| **4.9 - Reflect on your team effectiveness. What worked well? What didn’t?** | | | |
|  | | | |
| **4.10 - Describe lessons learned from an improvement project on this topic. What would you do differently?** | | | |
|  | | | |