Quality Improvement Idea Form

Name and Credentials: _______________________________________________________

Organization/Practice Name: _______________________________________________

Team Members: ____________________________________________________________

Project Title: _____________________________________________________________

What are we trying to accomplish?

Problem to be addressed
(Defines WHAT broadly; 2-3 sentences)

Reason for the effort
(Defines WHY; 4-5 sentences)

Expected outcomes/benefits
(Defines WHAT specifically; still not HOW; 3-4 sentences)

How do we know that a change is an improvement?
(Identify outcome, process, and balancing measures; 4-5 sentences)

What changes can we make that will lead to improvement?
(Initial changes, barriers, key stakeholders; 4-5 sentences)