

## Facility Improvement Plan

**Facility name:**

**Facility lead name:**

**Administrative contact name:**

**Date plan was developed:**

Identify one or more aspects of the clinic and/or its operations that you consider a target for change/learning (insert additional tables if needed). A sample learning plan is provided on the following page.

Action Plan 1	
<b>Where will your quality improvement efforts be focused?</b>	
<b>Who will lead the change?</b>	
<b>Who will help with the change and its implementation? How will they help?</b>	
<b>What steps will you take to achieve the change?</b>	
<b>What is your timeline?</b>	
<b>What resources do you need?</b>	
<b>What factors will help you succeed?</b>	
<b>What barriers may compromise your ability to succeed?</b>	
<b>What are your strategies to overcome any barriers?</b>	
<b>How will you measure success? How will you know your group has been successful?</b>	
<b>Was the plan successfully completed? When was it completed?</b>	
<b>How will you monitor long-term implementation of the change?</b>	
<b>Was the plan revised? If so, what was revised and why?</b>	

*Adapted from Wakefield J, Herbert CP, MacLure M, Dormuth C, Wright JM, Legare J, Brett-MacLean P, Premi J. Commitment to change statements can predict actual change in practice. J Cont Educ Health Prof 2003;23:81-93.*

\*This document was produced in collaboration between the Quality Management Partnership (in Ontario) and the College of Physicians and Surgeons of Alberta

## Sample Action Plan

Sample Action Plan	
<b>Where will your quality improvement efforts be focused?</b>	<i>Implementation of Global Rating Scale (GRS)</i>
<b>Who will lead the change?</b>	<i>Administrative Contact and Endoscopy Nurse</i>
<b>Who will help with the change and its implementation? How will they help?</b>	<i>Facility Lead will champion and support implementation of GRS through engagement of relevant staff and providing guidance to change leaders.</i>
<b>What steps will you take to achieve the change?</b>	<ol style="list-style-type: none"> <li>1. Consult CAG website to identify GRS requirements</li> <li>2. Review GRS webinar tutorial on CAG website to develop familiarity with the tool</li> <li>3. Request access from CAG</li> <li>4. Develop facility processes to support GRS implementation (i.e., data submission, data review, action plan development)</li> <li>5. Complete first data submission</li> <li>6. Review data and develop action plan</li> </ol>
<b>What is your timeline?</b>	<i>Target Completion Date: May 31, 2019</i>
<b>What resources do you need?</b>	<i>Dedicated time/resources for familiarization with GRS tool, joint review of template and data submission.</i>
<b>What factors will help you succeed?</b>	<i>GRS resources available on CAG website</i>
<b>What barriers may compromise your ability to succeed?</b>	<i>Time required for familiarization with GRS tool, joint review of template and data submission.</i>
<b>What are your strategies to overcome any barriers?</b>	<i>Facility Lead will support assigning resources to this initiative.</i>
<b>How will you measure success? How will you know your group has been successful?</b>	<i>Action plan developed by May 31, 2019</i>
<b>Was the plan successfully completed? When was it completed?</b>	<i>GRS was successfully implemented. First data submission completed on March 16, 2019. Data reviewed with Facility Quality Committee on May 4, 2019. Action plan developed on May 25, 2019.</i>
<b>How will you monitor long-term implementation of the change?</b>	<i>We will submit data, monitor ratings and develop action plans biannually.</i>
<b>Was the plan revised? If so, what was revised and why?</b>	<i>N/A</i>