



# CQI Check List & Key Driver Diagram Worksheet

Making your CQI project smaller and more manageable



## Critical CQI Step Check List



### Forming a CQI Team

- Identify leadership and team responsibilities
- Decide on meeting logistics
- Create/Foster a safe environment



### Selecting a Topic

- Review of the data
- Prioritize project areas
- Develop SMARTIE Goal(s)
- Conduct root cause analysis



### Plan-Do-Study-Act

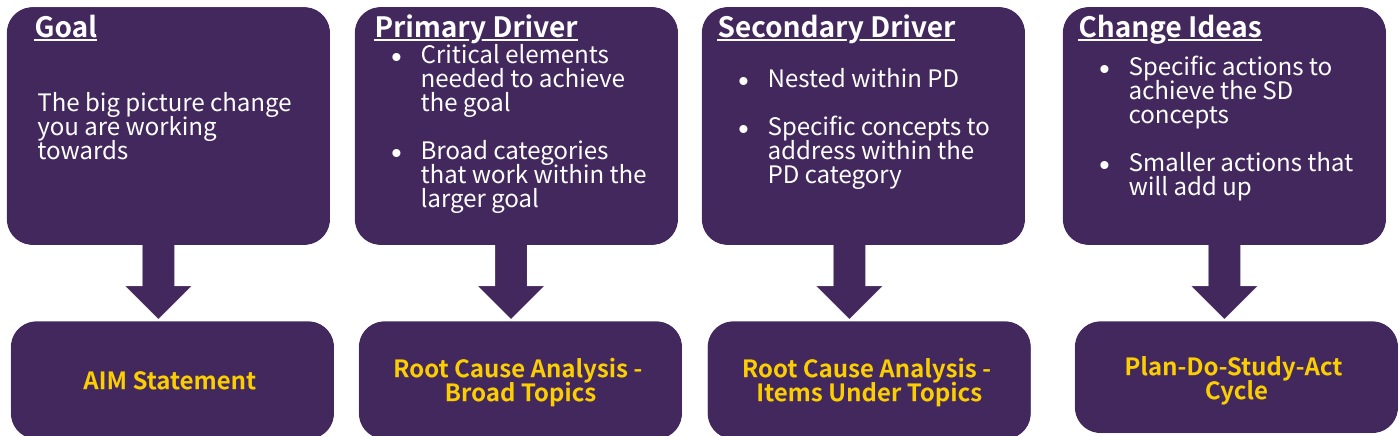
- Identify measures
- How you study results
- Make strategy decision



### Lessons Learned

- Creating or reinforcing a culture of change
- Make your projects "stick"
- Document and review lessons from prior project
- Celebrate completion of project

# Key Driver Diagram Practice



**Goal:**

Primary Driver:

Primary Driver:

Primary Driver:

Secondary Driver:

Secondary Driver:

Secondary Driver:

Secondary Driver:

Secondary Driver:

Secondary Driver:

Change Idea:

Change Idea:

Change Idea:

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