

Quality Improvement Study Report Template

Name of Study

Investigator

Clinic

Study is

Date of this QIS

IDENTIFY PROBLEM

What is the Problem

GATHER INFORMATION ON PROBLEM

Background to problem/Known facts of problem

Parameters of problem

Area of Care:

Frequency:

Consequence Problem:

DEVELOP SOLUTION TO PROBLEM

Standards Used to Evaluate Problem:

Not applicable

As follows

Proposed Solution to Problem

Desired Outcome of Solution

CONDUCT TRAINING ON SOLUTION

Training Given on

Training Aids Used:

Lecture

Memory aids

Checklists

Flow-charts

Practice

IMPLEMENT SOLUTION TO PROBLEM

Solution will require more than 6 months to implement.

QIS concluded (*for follow-up QISs*). Go to next section.

Task

Responsible Party

Completion Date

Solution to be reviewed in:

month(s) on:

REPORT RESULTS OF THE IMPLEMENTED SOLUTION

Initial QIS completed on	Observations and conclusions
Follow-up QIS completed on	Observations and conclusions
Additional QIS completed on Not applicable	Observations and conclusions

EVALUATE SOLUTION TO PROBLEM

INITIAL QIS

Solution worked. Solution will be followed-up in _____ months on: _____

Solution did not work. Alternative solution will be followed-up in _____ months on _____ (date).

Initial QIS findings documented in the QIFG minutes of _____ (date).

FOLLOW-UP QIS

Solution sustained. The study was concluded on _____ (date).

Solution incorporated into SOP on _____ (date).

Training conducted on _____ (date) using: lecture memory aids checklists flow-charts practice.

Solution *not* sustained. Alternative solution will be followed-up on _____ (date).

Follow-up QIS findings documented in the QAFG minutes of _____ (date).

ADDITIONAL QIS (if needed)

Solution sustained. The study was concluded on _____ (date).

Solution incorporated into SOP on _____ (date).

Training conducted on _____ (date) using: lecture memory aids checklists flow-charts practice.

Solution *not* sustained. Alternative solution will be followed-up in _____ months on _____ (date).

Additional QIS findings documented in the QAFG minutes of _____ (date).

HSWL SC ASSISTANCE (optional for non-sustained solutions)

Contacted _____ of **HSWL SC** on _____ via _____ for assistance.