QI Implementation Plan 2018/19

Programme Start Date 01-Apr-18 Date 02-Apr-18





	Guidance on adding rows	5																																			
Workstream	ID Workstream / Activity Title	Owner	Planned Start	Planned End	Actual Start	Actual End	% Complete	Interdepen	gi.Agi.Agi	34.54.54 34.54.54	13 13 13 14 19	13/19/19/2019	19/19/19 19/19/19	111111111111111111111111111111111111111	22 22 13 24 25 13	113 32 32 32 32 32 32 32 32 32 32 32 32 32	24,24,2	13 13 13 15 15 15 15 15 15 15 15 15 15 15 15 15	38.38 21.21 21.21	19 19 19 19	39 39 39 39 31 38	919 919	3 3 /3 /3 35 35 /3 35 30 /3	2000 2000 2000 2000 2000 2000 2000 200	2801.30 2801.30 201.30	21361 21361	32,32,515 32,32,515	21.78°	3 18 1 32 19 1	34.3°	1301	30,3	12/3 12/3 12/3	Helia Helia	21.19	32.19	1997
1.0 - Project Set-up	1.1 Project plan creation & sign off	DG/ Board	23/04/18	04/05/18	23/04/18				П							ПП		\Box										П						$\neg \neg$			7
	1.2 Create communications plan	DG/Fellows	16/04/18	04/06/18	16/04/18																							Π						$\neg \neg$			7
	1.3 Create Quality Improvement branding	Q&S	01/04/18	24/05/18	01/04/18		80%																														
	1.4 Create QI hub in SH1 PMO area	DG/ GA	24/05/18	03/09/18																																	
2.0 - Training	2.1 Create and deliver bespoke silver QI training	IA	11/04/18	17/04/18	11/04/18	17/04/18	100%		88	Ŏ																											
	2.2 Create and deliver x6 bespoke 1 day masterclasses	IA	04/06/18	31/03/19																																	
	2.3 Create and deliver Gold (train the trainer) x2 day training courses	IA	07/01/19	31/03/19																								Ш									
	2.4 Joint delivery of x3 bespoke Silver QI workshops to general YAS staff	IA/ QI Fellows	07/01/19	31/03/19																																	
3.0 - YAS Board Leadership Workshops	3.1 Deliver bespoke YAS Board 'leadership for improvement' workshops	IA	01/08/18	28/09/18	1																																
4.0 - Wider Engagement	4.1 Deliver strategy roadshows internally & across Yorkshire region	QI Fellows/ QI Team	18/06/18	31/10/18																																	1
	4.2 Engage with Critical Friends Network (CFN)	QI Fellows	24/07/18	24/07/18																																	
	4.3 Create QI toolbox	QI Fellows	24/05/18	31/03/19																																	
	4.4 Advertise bronze and silver QI & Human Factors training to wider Trust	QI Fellows	24/05/18	31/03/19																																	
5.0 - QI Fellow	5.1 Delivery of initial individual QI projects	QI Fellows	17/04/18	18/06/18	17/04/18		10%																														1
	5.2 Deliver outcomes and feedback from initial QI projects	QI Fellows	18/06/18	18/06/18																																	
	5.3 Agree fellowship-term QI projects	DG/ Line Manager	17/04/18	18/06/18	17/04/18		20%																														
Projects	5.4 Plan & deliver fellowship-term QI projects	QI Fellows	02/07/18	15/02/19																																	1
	5.5 Deliver outcomes and feedback from fellowship-term QI projects	QI Fellows	18/02/19	28/02/19																																	
	5.6 Deliver individual coaching sessions to QI fellows	IA	20/04/18	31/03/19	20/04/18																																
6.0 - Recruitment	6.1 Plan second year recruitment to QI Fellows	DG		11/01/19																														$\perp \!\!\! \perp \!\!\! \perp \!\!\! \perp$	Ш	$\perp \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \!$	
	6.2 Interviews	DG	04/02/19	08/02/19					\bot \bot	$\perp \downarrow \downarrow$	$\perp \downarrow \downarrow$	\perp	$\perp \! \! \perp$	$\perp \perp$		\Box	\Box	$\perp \perp$	$\bot \bot$	$\bot \bot$	$\perp \perp$	$\perp \perp$		$\perp \perp$				$\bot \bot$	$\perp \perp$	$\perp \downarrow$				'	$\perp \perp$	$\perp \perp$	_
	6.3 Finalise recruitment of second year QI Fellows	DG	11/02/19	15/02/19																																	
7.0 - Conclusion of First Year Fellowship	7.1 Lessons Learnt Review	DG	04/03/19	08/03/19					$\bot \bot \bot$	$\perp \downarrow \downarrow$	$\perp \downarrow \downarrow$	\perp	$\perp \! \! \perp$	$\perp \perp$		\Box	\Box	$\perp \perp$	$\bot \bot$	$\bot \bot$	$\perp \perp$	$\perp \perp$		$\perp \perp$				$\bot \bot$	$\perp \perp$	$\perp \downarrow$		$\perp \perp$			$\perp \perp$	$\perp \perp$	_
	7.2 Close project documentation	DG/ QI Fellows		31/03/19																								\coprod		$\perp \downarrow$							
	7.3 Plan & host end of year event	DG	08/03/19	31/03/19	1				+	\dashv	\dashv	$\perp \perp$	$\perp \perp$	$\perp \perp$		\Box	\perp	\dashv	++	++	+	$\bot \bot$	$\perp \perp$	$\bot \bot$	$\perp \perp$			++	++	$\perp \perp$		$\perp \perp$					4
Programme	7.4 Set up mentoring scheme for second year programme	DG/ QI Fellows	08/03/19	31/03/19																																A	

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