QAPLLAND





2. Consider

which problems

will become the

focus of a PIP.



2. Target the root cause(s) with strong interventions

QAPI Step 12:

Take Systemic

Action

1. Implement changes or corrective actions that will result in improvement or reduce the chance of the event recurring

3. Pilot test large-scale changes (through PDSA cycles) prior to launching the changes facility-wide

3. Ensure that

the PSDA cycles

address the root

cause(s)

Congratulations! You are now a QAPI Ready Facility!





1. Using a methodical approach, determine all potential root cause(s) underlying the performance issue(s)

QAPI Step 11: Get to the "Root" of the Problem

7. Report results to the Steering Committee

6. Use a problem-solving model (e.g., PDSA).

1. Prioritize opportunities for more intensive improvement work.

QAPI Step 9: Prioritize Opportunities & **Charter PIPs**

4. Set priorities for improvement

3. Charter PIP teams, by selecting a leader and defining the mission.

4. The PIP team should develop a timeline and indicate budget needs.

5. The PIP team should use the Goal Setting Worksheet to establish appropriate goals.

QAPI Step 10: Plan, Conduct nd Document PIPs

1. Determine what information is needed for the PIP.

2. Determine a timeline and communicate it to the Steering Committee.

2. Determine

which factors

are controllable

3. Identify and request any needed supplies or equipment.

4. Select or create measurement tools.

results.

5. Prepare and present

3. Notice what things your organization is doing well in this

identified area

2. Discuss any emerging themes with residents and caregivers

1. Review information to determine if gaps or patterns exist in your systems of care, or if opportunities exist to make improvements

QAPI Step 8 Identify Your Gaps and **Opportunities**

4. Develop a data collection plan, including who will colle which data, who will review i the frequency of collection an reporting, etc.

2. Set targets for performance in the areas you are monitoring

3. Identify benchmarks for performance

1. Determine what data to monitor routinely

QAPI Step 7: **Develop a Strategy** for Collecting & **Using Data**

> 4. Develop a strategy for communicating with residents and families

3. Develop a strategy for communicating with all caregivers

2. Provide training

5. Define the scope of **QAPI** in your organization

4. Establish guiding principles

> 3. Develop a purpose statement for **QAPI**

document **QAPI Step 5: Develop Your QAPI Plan**

1. Determine date(s) and time(s) for writing the **QAPI** plan

2. Print copies of the Guide for Developing a QAPI plan (QAPI at a Glance, page 34) for all team members

3. Work toward writing the QAPI plan until it is complete

4. Determine a future date for reviewing the QAPI plan

QAPI Step 6: Conduct a QAPI Awareness Campaign

1. Inform everyone (staff, residents, families, consultants, ancillary service providers, etc.) about QAPI and your organization's QAPI plan

and education on QAPI for all caregivers

2. Locate or develop your organization's mission statement

6. Assemble the

QAPI Step 4: **Identify Your** Organization's **Guiding Principles**

4. Determine a date for the next **Self-Assessment Tool review**

3. Complete the QAPI Self-Assessment Tool, recording your answers for future comparison

2. Assemble the right people to complete the **Self-Assessment Tool**

1. Determine a date and time for completing the **Self-Assessment Tool**

4. Identify any communication QAPI Step 3: structures that need **Take Your QAPI** to be implemented or "Pulse" with a enhanced Self-Assessment

> 3. Determine how direct care staff and residents and families can be involved in PIPs



QAPI Step 1: Leadership Responsibility & **Accountability**

1. Locate or develop

your organization's

vision statement

1. Develop a steering committee, which is a team that will provide **QAPI** leadership.

2. Provide resources for QAPI, including equipment and training.

3. Establish a climate of open communication and respect.

4. Understand your home's current culture and how it will promote performance improvement.

QAPI Step 2: Develop a Deliberate Approach to Teamwork

1. Assess the "effectiveness" of teamwork in your organization

2. Discuss how **Performance Improvement Project** (PIP) teams will work to address QAPI goals

