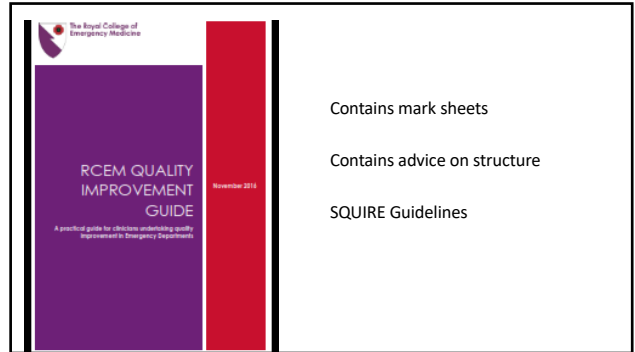


Writing up a QIP

Adrian Boyle
@dradrianboyle



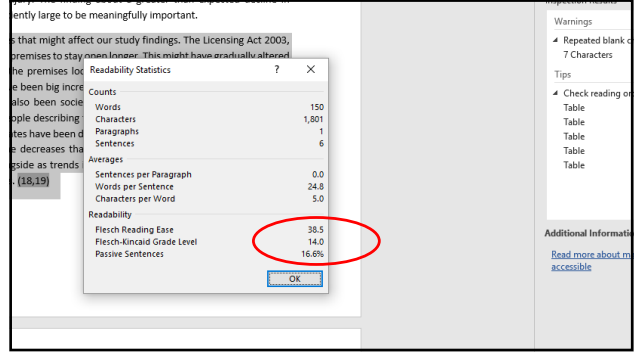
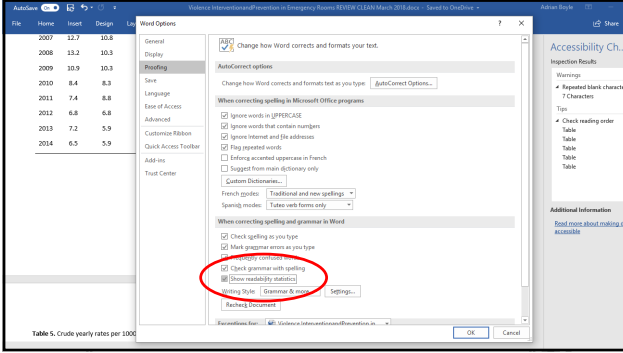
Style: hints and tips

Follow the Guide (Font)

Use Mendeley for references

Use a spell checker

Flesch score in readability statistics



We have taken every conceivable effort to be as brief, concise, to the point and as focused as humanly possible to ensure that all readers are able to comprehend all facets and nuances of our collaborative endeavours

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We've made this document easy to read.

Acceptable (A) - Clear concise description of problem with impact on patient care - why important in the department.
Unacceptable (U) - No description of issue or why important for department, no context given.
Comments

Acceptable (A) - Grammar acceptable. Good use of language, tables simple and demonstrates relevant points, logical structure, easy to follow and could be replicated.
Unacceptable (U) - Multiple spelling mistakes, incorrect underlining/use of bold, poor tables, incoherent narrative and unable to determine the project process.
Comments

Acceptable (A) - Develops/identifies tools to assess outcomes, implements the tool effectively.
Unacceptable (U) - Limited measurement or assessment of impact of QIP
Comments

Engagement and team working
Acceptable (A) - Good evidence of engagement with team, minutes of meetings, discussion options.
Unacceptable (U) - Limited if unexplained engagement with teams, no evidence of team working.
Comments

Iterative process
Acceptable (A) - Good evidence of monitoring response to change, further changes planned clearly or undertaken.
Unacceptable (U) - Limited evidence of iterative process, response to results or next steps implementation.
Comments

Identification/analysis of the cause of the problem
Acceptable (A) - Good clear analysis and identification of the cause of the problem.
Unacceptable (U) - Failure to analyse the problem sufficiently or identify root cause.
Comments

Evidence found
Acceptable (A) - Good search and critical review of evidence to support change.
Unacceptable (U) - No attempt to look for published solutions, no access to know resources for support, no critique of papers/evidence found.
Comments

Structure and implementation of change
Acceptable (A) - Clear implementation of changes; including description of tasks/deadlines, monitoring and managing progress; all following logically from planning stage.
Unacceptable (U) - No description of mechanism/approach to change, no outline of the project.
Comments

Reflection	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
Acceptable (A) - Reflection on both personal and institutional learning - suggestions for this how might be shared or done things differently.	
Unacceptable (U) - Limited reflection in process.	
Comments	

Reflection	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7
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Comments	