Certificate Training Program Session 3

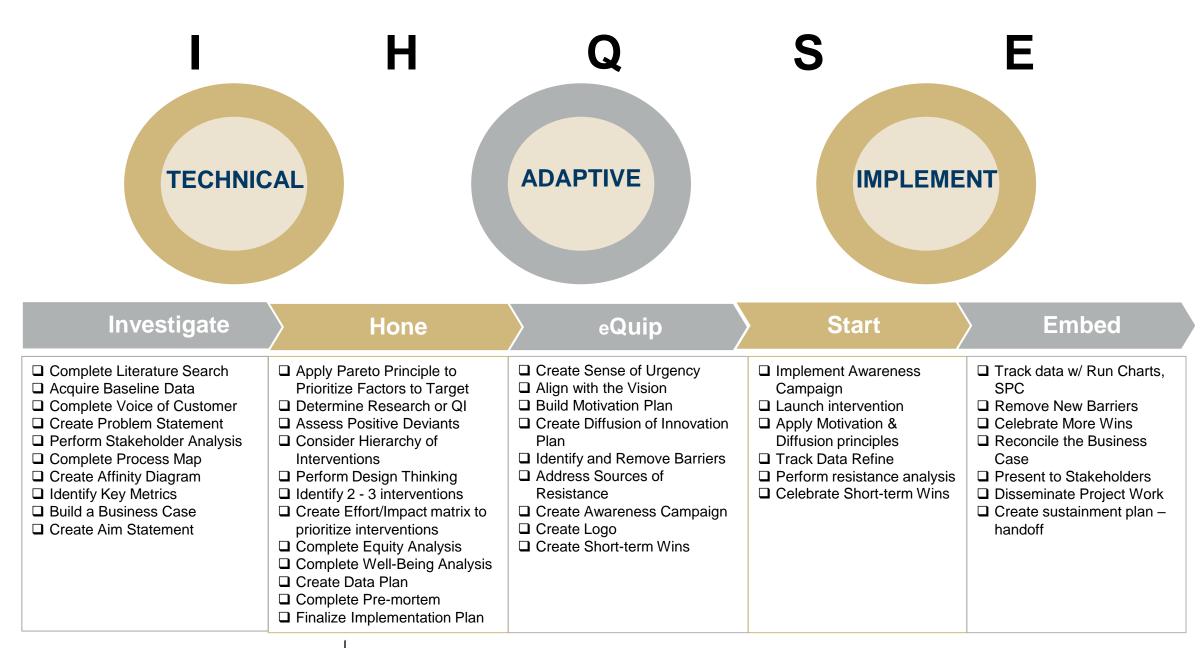
Welcome!: Before We Start

Sign-in at the back
Pick up handout packet
Put on your name tag
Sit with your CTP team at your assigned table

Curriculum Overview

KEY						
Team Check-in						
Inspiration						
Background						
Process						
Improvement						
Leadership						
Quality/Safety						
Coaching						
EMR						

8/20	#1	Welcome	Beginning with Mind			Overview		ew	Leadership Defined			Team Norms	Understand Process
8/27	#2	UCH Sleep	Thriving as a Le Imperati					duction to IHQSE Model mprovement Change			Coaching		Understand Process
9/3		Coaching									_		
9/10	#3	CHCO Secure Chat	Investigate the Problem		Problem Statement				Process Mapping			EMR Process & Data	Baseline data
9/17		Coaching										•	
9/24	#4	UCH Multidisciplinary Pain Clinic	Investigate the	Problem	Understan Root Cau	_	Y I Racolino Data I Rucinoce Caco			Coaching	Baseline data		
10/1		Coaching											
10/8	#5	UCH Neurosciences	QI vs. Research				Leading Change						Baseline data
10/15					Co	aching							
10/22	#6	DHA Antimicrobial Stewardship	Data Collection Plan				Myers Briggs					s	Process Optimization
10/28					Co	aching							
11/12	#7	CU Medicine Dermatology	Leading Change: Vision				erstandin ess Drive	~	Negotiating for what You Need			is Place Called Academia	Process Optimization
11/19	#8	UCH Nursery	Leading Change: Sense of Urgency			DEI in (El in QI Wellness						Finalize Need
11/26		Coaching											
12/3	#9	UCH Infectious Diseases	Hone the Inte	arvention I		ying Yo ventior	Υ 1 1 1 1 1 1 1 1 1		gn Thinking	Positive Deviance		eading Change uiding Coalition	Finalize Need
12/10	#10	DHA Clinical Informatics	Leadership Journey: Tom Gronow		Aim Statement			nizing E equests	zing EMR Storyt			Team Logo	Submit Ticket
12/17		Coaching											
1/14	#11	CHCO ICU Delirium	Alumni Presentation	Leadership Journey: Je Hausmann			morte	mortem I		Leading Change: Awareness Campaign		1id-year Report Overview	EMR Decision
1/21		Coaching											



Session	Topic	Key Question(s)	Assignment	Due						
	Team Check-in: UCH Sleep	Who are my colleagues?								
#2	A New Leadership Imperative: Systems Improvement & Workforce Well-being	How can leaders and systems improvement work improve well-being?								
Aug. 27	Value Defined	How is healthcare value defined?								
	Introduction to Quality Improvement	What are the common methods for improvement work?								
	IHQSE Model of Change	What is the IHQSE framework for change?								
Coaching										
	Team Check-in: CHCO Secure Chat	Who are my colleagues?	 Complete Voice of Customer, <u>Meet</u> with 							
	Investigate the Problem	How do I understand the problem I'm trying to solve?	Dr. Moksha Patel, Build							
	Problem Statement	How do I quantify and scope the problem to solve?	Stakeholder Analysis, Develop a problem							
#3	Voice of the Customer	statement								
Sept. 10	Process Mapping	How do I understand the steps in my current process?	Due Oct. 22							
	EMR Process and Data	How does the EMR enable data attainment? What EMR changes do I need to make to complete my project?	☐ Complete a Process Map							
	Stakeholder Analysis	Who are the key people who will be impacted/impact my project?	Due Nov. 12							
Coaching	Voice of the customer, process map, problem statement									
	Team Check-in: UCH Multidisciplinary Pain Clinic	Who are my colleagues?	☐ Complete Affinity Diagram Due Dec. 3							
	Baseline Data	How do I identify key metrics?	☐ Reading for next							
#4	Investigate the Problem	How do I understand the problem I'm trying to solve?	session: Kotter, John. Leading Change: Why							
Sept. 24	Understanding Root Causes	What tools can I use to organize information about my process?	Transformation Efforts Fail							
	Business Case	How do I make the financial case for my improvement work?	☐ Complete Business Case Due Nov. 19							
	Coaching									

Today's Objectives

- Create an understanding of and scope a problem
- Understand what your customers want
- Define the key steps in your current process
- Identify the role of the EMR in process improvement and data extraction

Team Check-in: CHCO Secure Chat

Background & Problem

Introductions

- Tell us about your program
- What is the problem you think you will focus on?



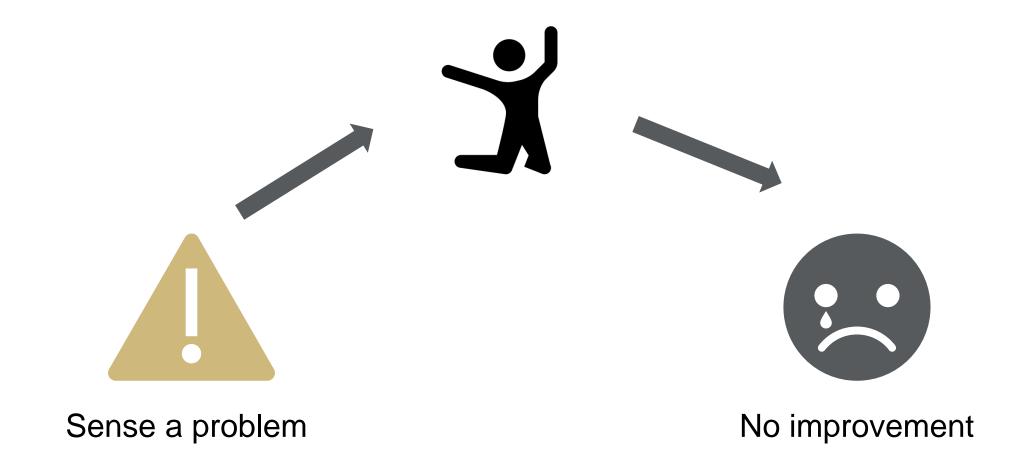
- Jessica Armijo, DNP, APRN, CPNP-PC, AC
- Amy L Willis, MD
- Jacquelyn Scarberry, BSN, RN, CPN
- Skylar Simpson, MSN, RN, CPN, CRRN

Investigate: WHAT is your problem

- □ Create Problem Statement
- □ Perform Stakeholder Analysis
- ☐ Complete Voice of Customer
- □ Complete Process Map
- ☐ Complete Literature Search
- □ Acquire Baseline Data
- ☐ Create Affinity Diagram
- ☐ Identify Key Metrics outcome, process, structural, balancing
- Build a Business Case
- ☐ Create Aim Statement

The SPARK

Patients are not happy with their experience in the ED.











Sense a problem

IHQSE

Model for Change





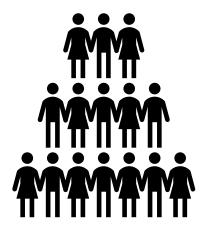
Investigate - WHAT







Describe in detail - **Problem Statement**



Understand stakeholders – **Stakeholder Analysis**

Voice of Customer

Tool: The Problem Statement



Patients are not happy with their experience in the ED.



What are you addressing?

What is your scope?





The SPARK - A Deeper Dive

ER patient satisfaction in the 25th percentile

There have been several complaints regarding ER Triage

Data review shows excessive wait times at triage

Door to Doctor time was nearly 80 minutes

Longer wait times for Non – English Speaking

Excessive 'Left Without Being Seen' is leading to loss of patients and patient safety concerns









VALUE



Problem Statement

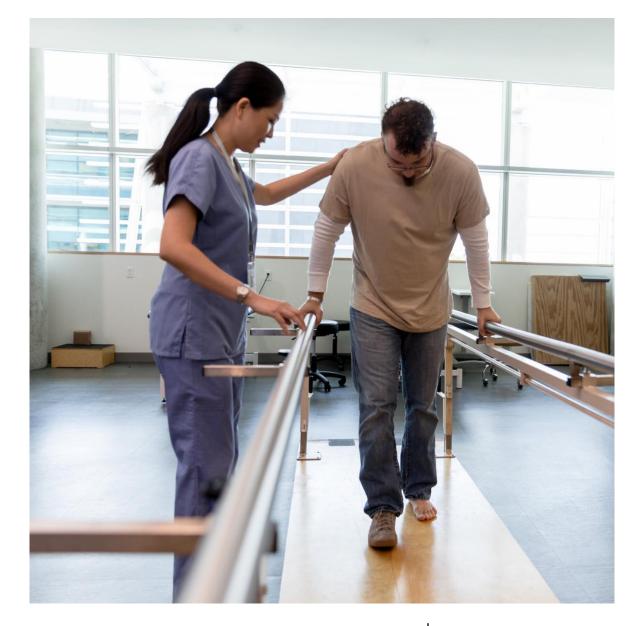
Our patients wait too long in the Emergency Room before they see a provider (an average of 80 minutes), resulting in patients leaving the ER without being evaluated.

The SPARK



Sense a problem

Inpatient rehabilitation therapists (PT, OT) aren't satisfied with their day- to - day work, reporting rising rates of burn out.



37% of Physical Therapy Consults are inappropriate, leading to 10,000 hours of wasted therapist time per year.

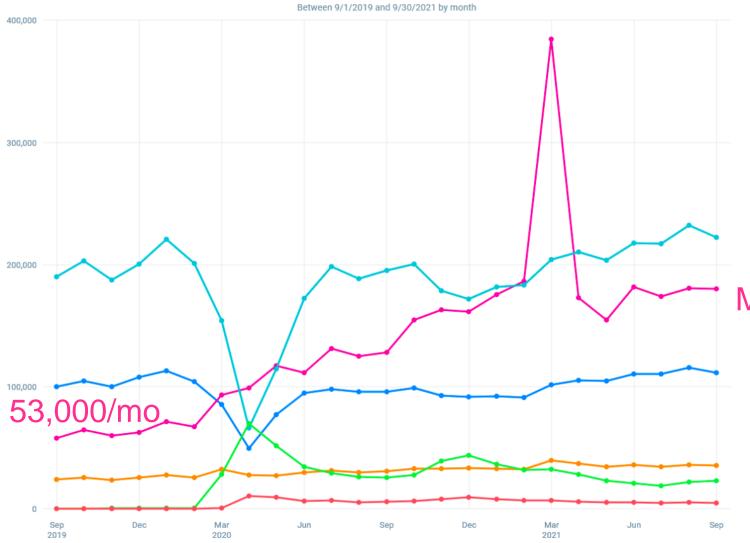
The SPARK



Sense a problem

Outpatient providers have a high turnover rate, difficult to hire for empty positions.

Encounters from 9/2019 to 9/2021



Patient Messages increased from **59k** to **183k / month** over the last 2 years for same number of providers.

My Chart Messages 183,000/mo

The SPARK



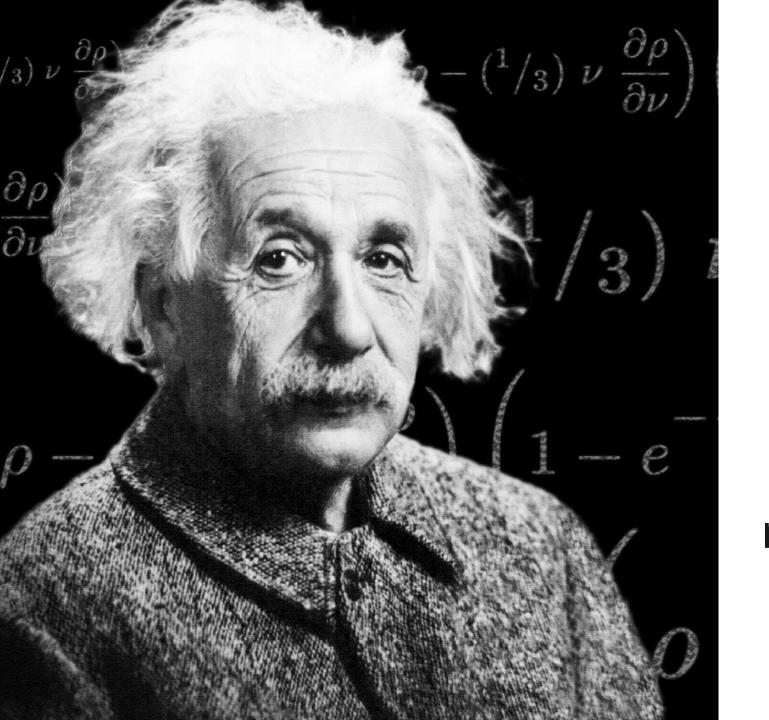
Sense a problem

There are too many surgical nurse travelers.



Sense a problem

We have a high rate of RN turnover, with 41% of surgical nurses report plan to leave their position within 2 years due to physical pain, specifically shoulder and back pain.



"If I had an hour to solve a problem, I'd spend 55 minutes thinking about the problem and five minutes thinking about solutions."

Define the problem

Is it a problem?

PROVE IT.

How do you know?

Who is affected?

By how much?









VALUE =



Coaching:

Problem Statement



- Discuss your problem consider the Value equation
- What do you know that proves you have a problem?
- Identify missing information
- Assignment—develop your problem statement (October 22)



Objectives

- Describe your organizational structure
- Identify stakeholders and their degree of power:interest
- Develop an approach to exploring their perspective through Voice of the Customer

Organizational Structure

- Structure dictates relationship of roles in an organization and thereby function
- Effective organizational design can
 - Create role clarity
 - Allow coordination among functions
 - Facilitate idea sharing
 - Enhance decision-making
 - Prevent overregulation

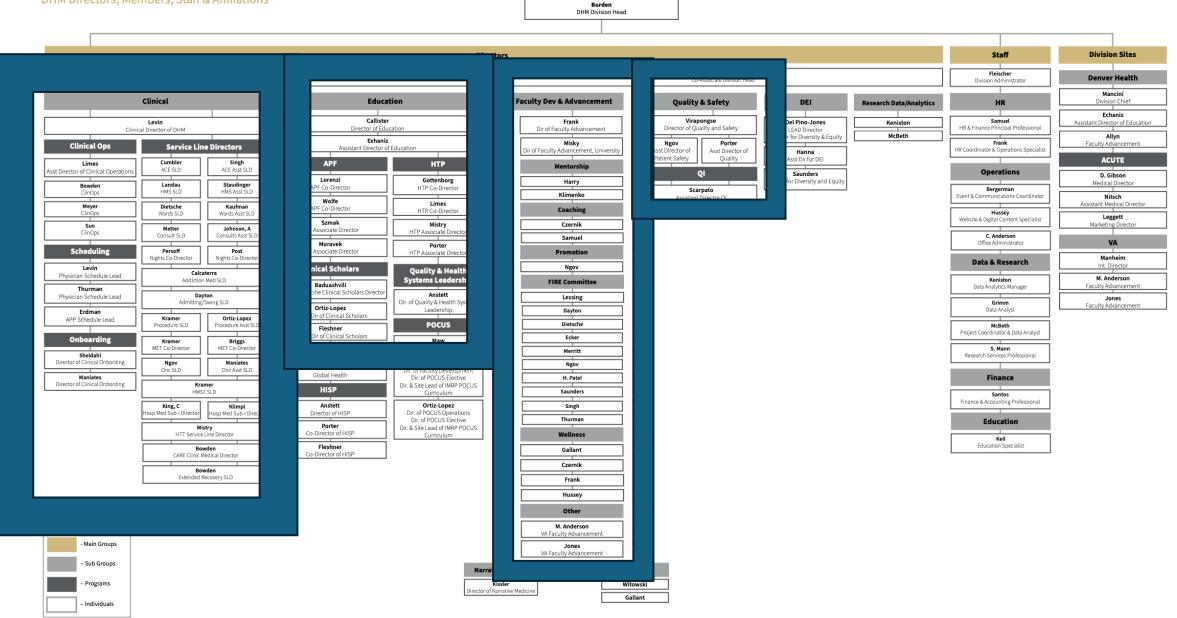
Know where you fit

- Hypoglycemia reduction
 - UCH Hypoglycemia Reduction Team -> Acute Care Clinical Outcomes Group -> System Glucose Management Workgroup
 - Senior exec: CQO; Process Owners: nursing director, ACMO
- Case Review (RL system), with faculty or trainee development

Division of Hospital Medicine Organization Chart AY 22-23



DHM Directors, Members, Staff & Affiliations



Know where you fit

- Hypoglycemia reduction
 - UCH Hypoglycemia Reduction Team -> System Glucose Management Workgroup -> Acute Care Clinical Outcomes Group
 - Senior exec: CQO
- Case Review, with faculty feedback
 - Is it clinical operations? Or faculty development?
 Perhaps quality and safety? Or maybe education arm?





Coaching: Understand your organization

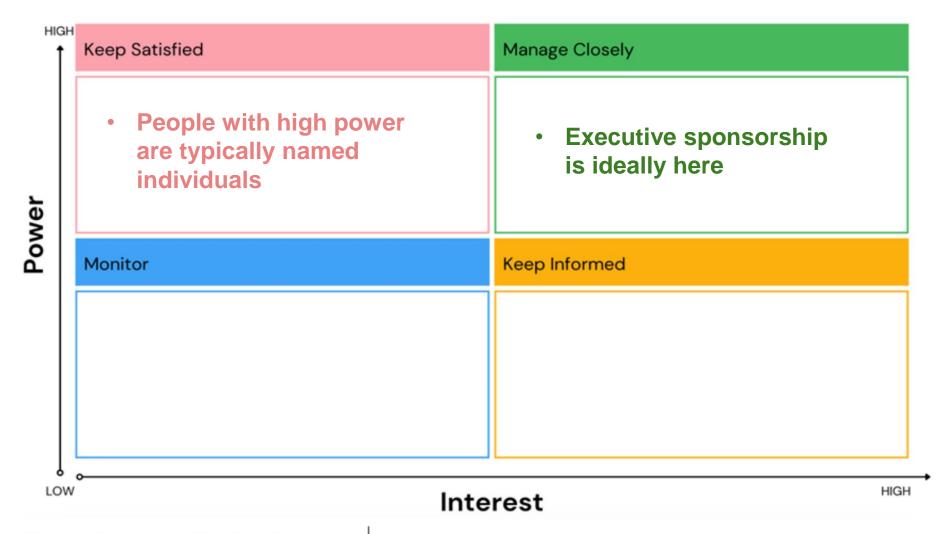


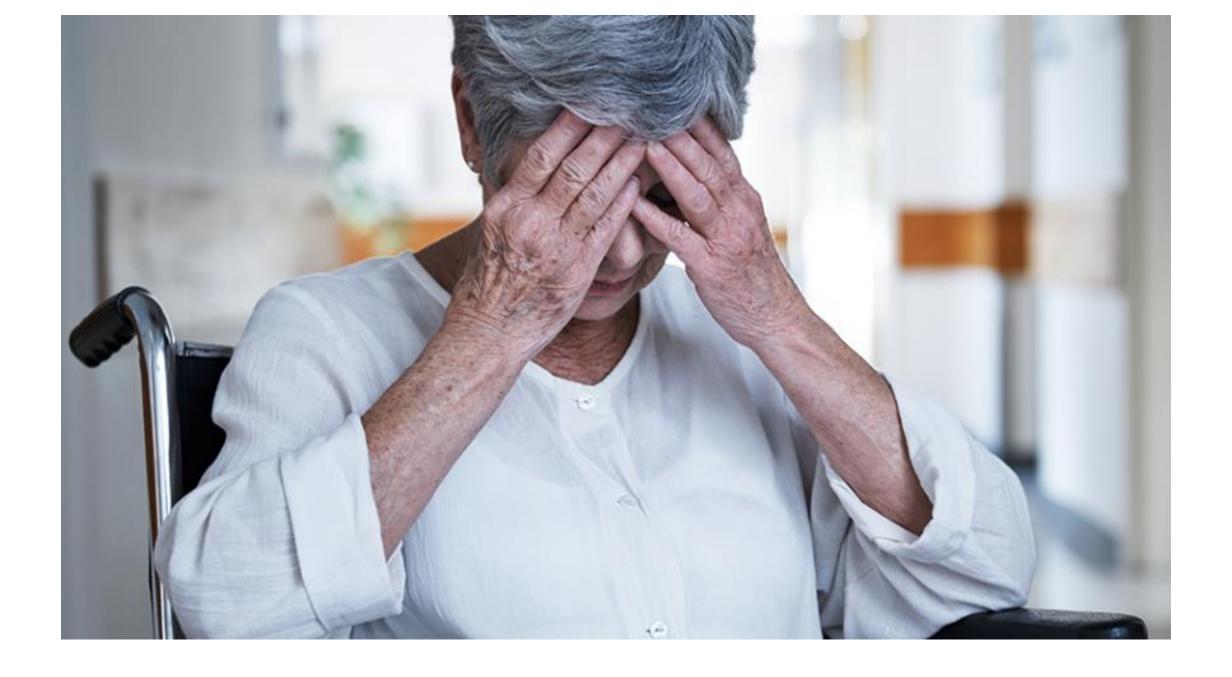
- Review organizational charts
 - If don't have today, determine how to find or sketch out what you understand if no such chart exists
- Ask yourself two questions
 - Where does our problem and/or team fit?
 - When you find improvement opportunities, who will be responsible and resourced to help you fix them?

Stakeholder Map

- Plot of people who may influence your work or be impacted by it
- Stratified by degree of power and interest
- Guides your degree of engagement with various stakeholders

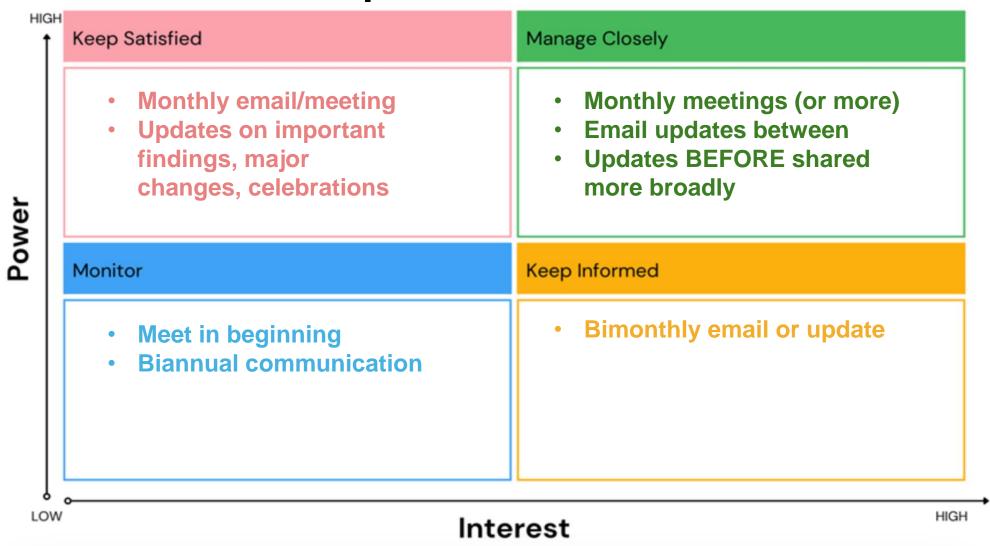
Stakeholder Map





If in doubt, don't leave them out...

Stakeholder Map



Coaching: Build a Stakeholder Map



- Step 1: List all relevant stakeholders
- Step 2: Classify them based on power and interest
- Step 3: Develop a plan for engaging each group

Deadline for Stakeholder Map: October 22



Stakeholder Engagement: Voice of Customer

- Gather crucial input
 - Perspective/Experience of the problem
 - Motivations
 - Needs
- Building trust
- Communicate ideas
- Develop partnership, set stage for action, resource, support

Stakeholder engagement: Sample Questions

Perspective

- What have you heard or what do you know about our problem?
- What is your experience with our problem?
- What current work is taking place in our area of interest?

Interest/Motivation

- What are your highest priority areas in quality, safety, operations, etc?
- What types of problems are top of mind for you right now?
- How does our problem impact your work, experience, priorities?

Needs

- How do you feel this work can support your efforts?
- How can you potentially support this work?

The ER Triage Problem

There have been several complaints regarding ER Triage

Data review shows excessive wait times at triage ER patient satisfaction in the 25th percentile Excessive 'Left Without Being Seen' is leading to lo patients and patient safety concerns Door to Doctor time was nearly 80 minutes



Cost

Patients, Providers & Nurses

I get more worried the longer I wait to see a doctor – the reason I came here is to see a doc. I just wanted some reassurance that I was OK – after 2 hours of waiting, I assumed I was and left.

It is so stressful to know that patients are waiting - and may be having heart attacks, strokes, or other lifethreatening illnesses!

It's hard to be in pain, and in a noisy, crowded waiting room until help arrives.

I could easily triage within 5 minutes how sick my patients are!

The Business – Hospital Leadership

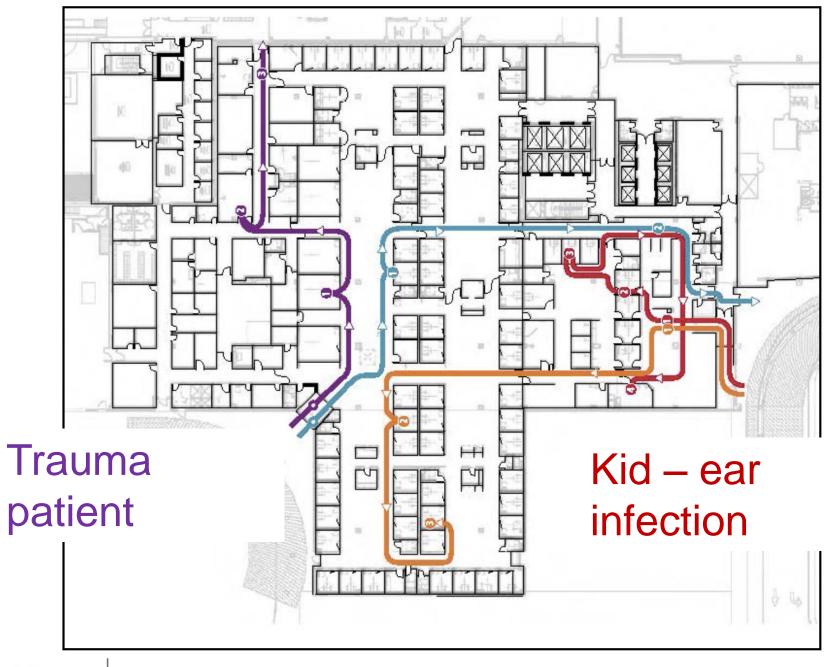
Other hospitals are marketing shorter wait times!

If we require EMS to go on divert, we will lose patients/customers.

We get dinged for high rates of 'left without being seen'

We won't achieve Level 1 Trauma accreditation.

Redesign



The Outcome

Patients

Care for nonurgent patients under 30 minutes Business

Door to provider time less than 7 minutes

Developed a supertrack team – RN, APP, techs

Providers



pus | IHQSE

Coaching: Develop your VoC



15min

- Review list of stakeholders and identify who you need input from
 - Who should lead the outreach?
- What will you ask to uncover motivations, perspectives or needs?
 - Be specific with the words and phrases you'd use

Deadline for VoC Interviews: October 22



IHQSE

Critical Care Rehabilitation Program: Survey use

Perils of Deep Sedation



Death

11 to 24% increase in mortality¹



Delirium

50% increase²



Psych Disturbance

Anxiety, Depression, PTSD³



Immobility-Acquired Weakness

48-96% experience myopathy up to 2 years following discharge³



Cognitive Impairment*

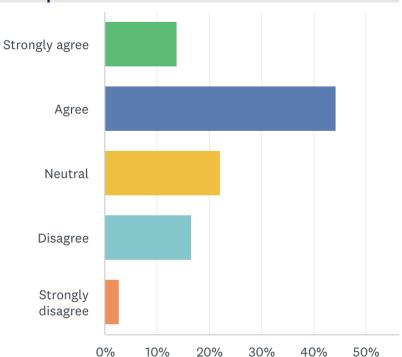
78% at hospital discharge 46% 1 year after discharge 25% 6 years after discharge⁴



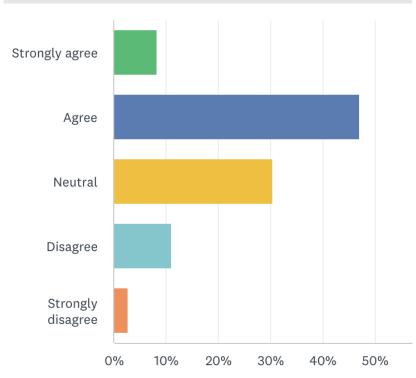
SEDATION OFF AWAKE REHABILITATE

Survey on Sedation Practices – RN, CNA

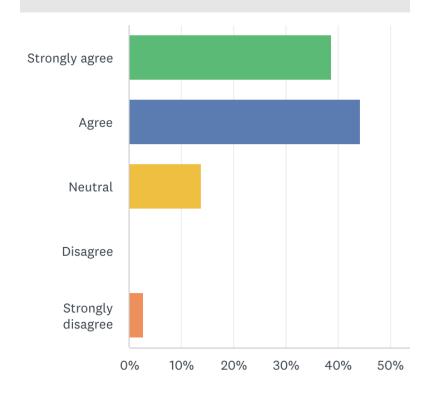
Q1. Sedating mechanically ventilated patients is necessary for patient comfort.



Q5. Being awake and alert on the ventilator is uncomfortable for patients.



Q7. I would prefer to be sedated if I were mechanically ventilated.



Voice of Customer Survey

Insights are great but...don't forget other benefits

Opportunity to socialize the work

Signal the work that is coming

Identifying others interested in joining your efforts

Sharing the results offers further opportunities to engage

Oncology Home Symptom Monitoring: User testing



Coaching: Develop your VoC Survey



- Identify group of stakeholders you'd like to assess
- Identify 3-6 questions you'd be interested in asking them
 - Consider ideas you may already suspect/know but want to reflect back to them

Investigate your Problem Part 2

Emily Gottenborg, MD Katie Raffel, MD



Investigate

WHAT is your problem?

WHY is it happening?

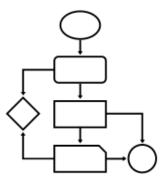
Investigate – WHY



Problem Statement



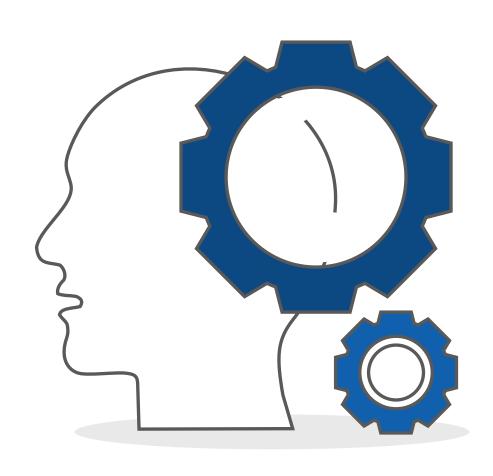
Gemba – The Place, The Walk



Process Map



Three Components of Measurement-Assisted Care

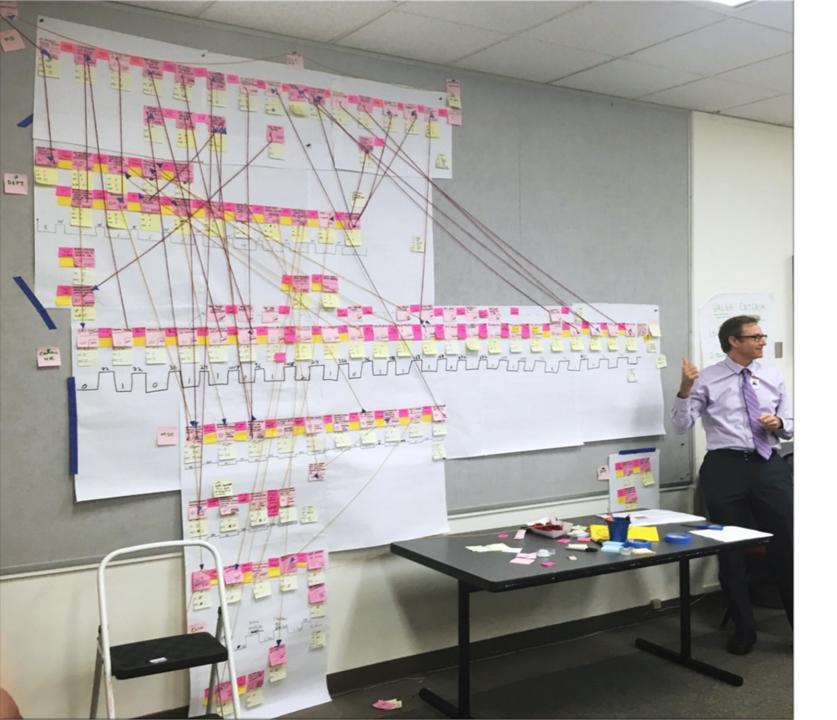


01 Collect

02 Share

O3 Act

Tool: Process Map: Making Visible the Invisible



PROCESS MAP

INVESTIGATE the problem

- Shared understanding of current state
- Identify areas of waste and pain points

HONE the solution

Visualizing ideal state





1. What is the name of this process?

2. What starts the process?

3. What ends the process?

Measurement-Assisted Care: Symptom-based measurement collection

Provider assignment of mental health assessment

Provider review of completed assessment

Step 2: Determine Your Entity









HUMAN

INANIMATE OBJECT

INFORMATION

Provider
assignment
of mental
health
assessment

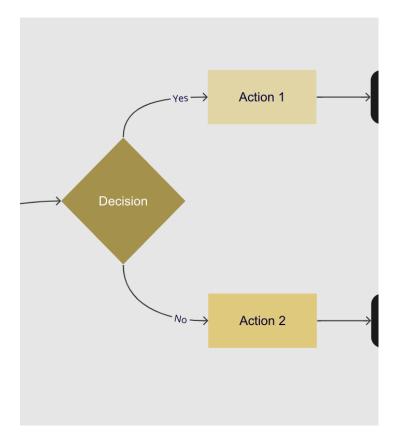


Provider review of completed assessment





- Identify each step or task
- Include decision points
- Granularity may vary

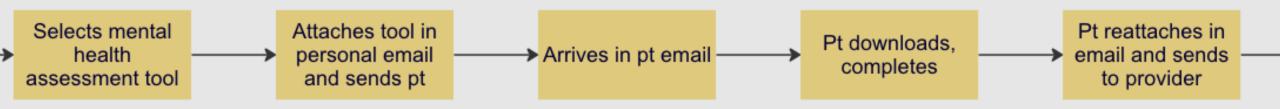


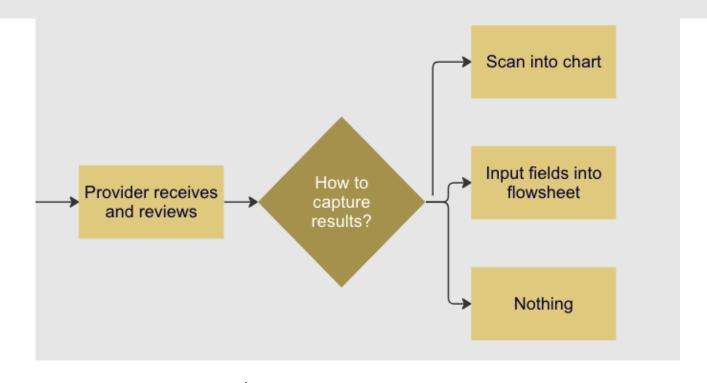


Gemba 現場







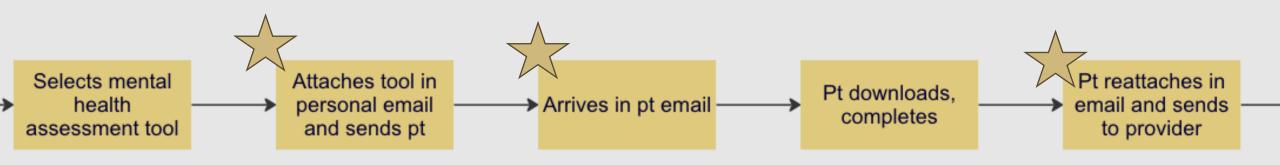


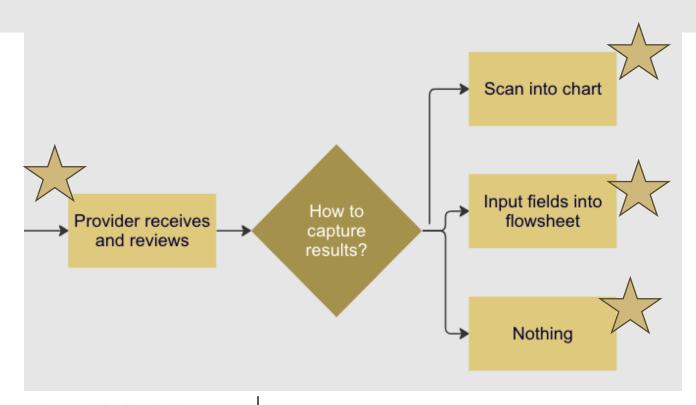
Step 4: Identify the Pain Points



- 1. Confusion, variability
- 2. Waste, Inefficiency
- 3. Opportunities for improvement







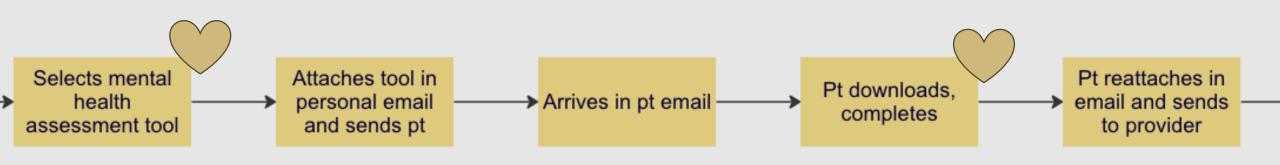
Step 5: Identify the Positive

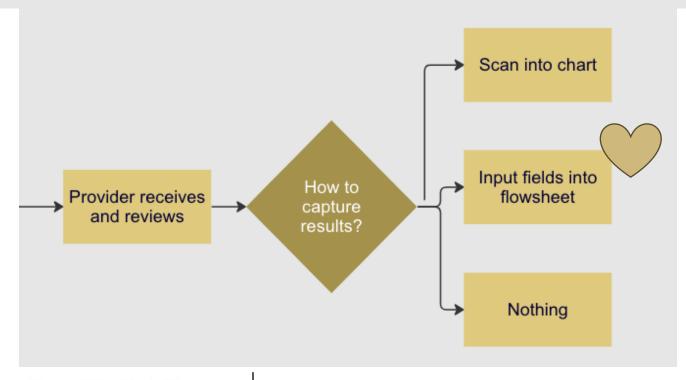


1. Bring Joy



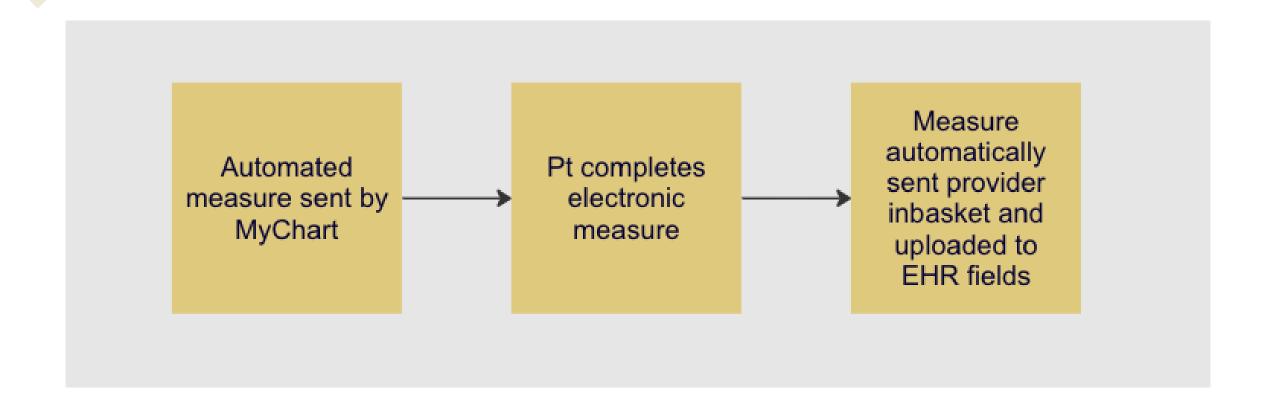
- 2. Enhance Connection
- 3. Add Value





Principles of Process Mapping

- Process Mapping is a Team Activity
- Create a safe space what are people actually doing?
- Stickies are helpful / required!
- Current state should always come first
- Consider if creating a future / optimal state is helpful



Coaching: Process Map



Name the process you want to map, identify start / stop
Name the entity you are following
Create a first draft of your process map
Identify who needs to review and contribute to process map

Deadline for Process Map: November 12

Where Are We Going?

Objectives

- Develop a basic understanding of Epic's architecture
- Develop a process for obtaining relevant EMR data for your projects

Outline



Epic Structural Overview



Step-by-step guide to obtain EMR Data

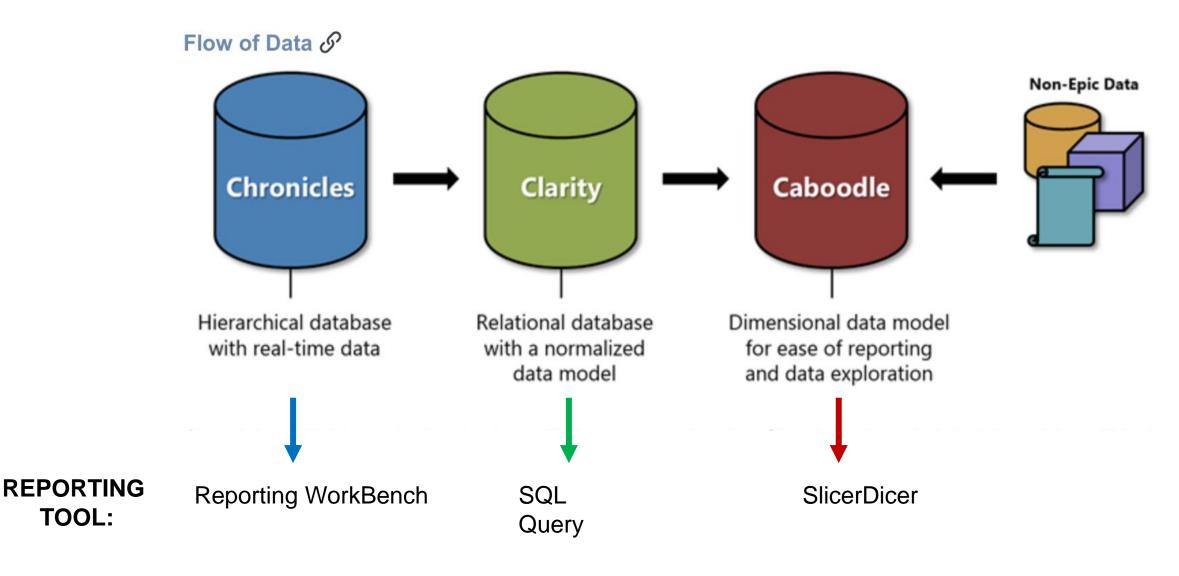


Data collection with the HEAT and UCH Sleep team



Next steps

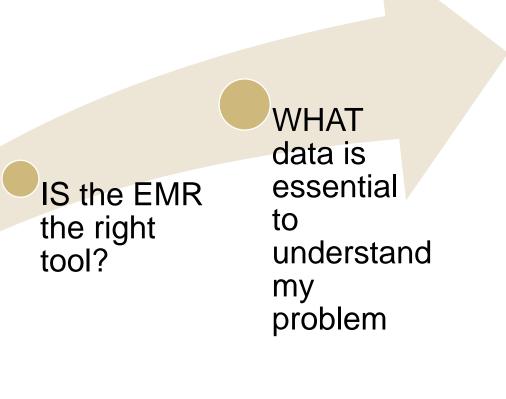




A Step-by-Step Process for EMR Data Collection



WHAT Data Do I Need?

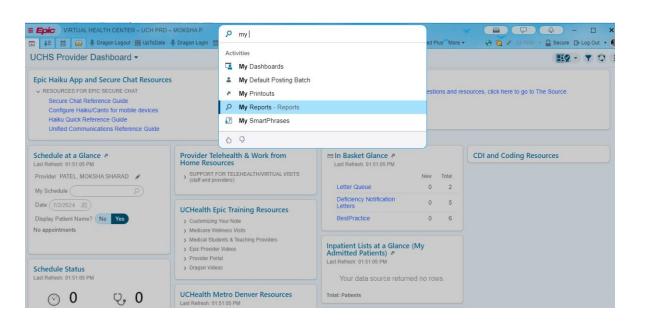


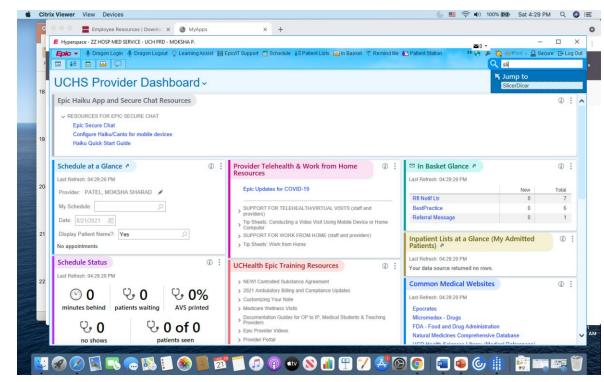
EMR Data is rarely perfect!

Which EMR tool will I use?

TOOLS	Description	PROS	CONS
Atlas Portal Reports	A "food court" that searches all possible analytic tools (RWB, SlicerDicer, premade SQL Reports, Dashboards)	 Very inclusive Includes detailed premade SQL Reports 	Difficult to NavigateCHCO Does not have
Reporting Workbench	Queries the Chronicles database using predetermined templates	Real Time Data	 Cannot obtain large data sets at once Need special permission to export
SlicerDicer	Queries Caboodle database using data models	Easy to useCan link different data models	 Doesn't always correlate perfectly with Clarity (SQL)
Signal Report	Provides data on how users (providers) are using Epic	 Detailed information on time in notes, time in orders, # of secure chats, etc. 	Limited Access
Vizient	An external company that analyzes EMR data	 UCH's preferred data source 	Time/\$\$ Intensive

HOW Will I Design My Report?





IS My Data ACCURATE?

Export and Process

EXPORT

Remove

PROCESS

ANALYZE

- Your data into Excel
- Remove "junk" data
- Filter tables to find information you want
- Use Pivot tables to summarize information

Summarize Your FINDINGS

- Create a basic table with your results
- Create a graphical representation of your results

Meet the AF Williams Primary Care Clinic HEAT TEAM

To improve:

- 1. Quality
- 2. Efficiency
- 3. Patient-centeredness
- 4. Cultural Relevance

of <u>diabetes care</u> at AFW, with special attention to our Latino patients.



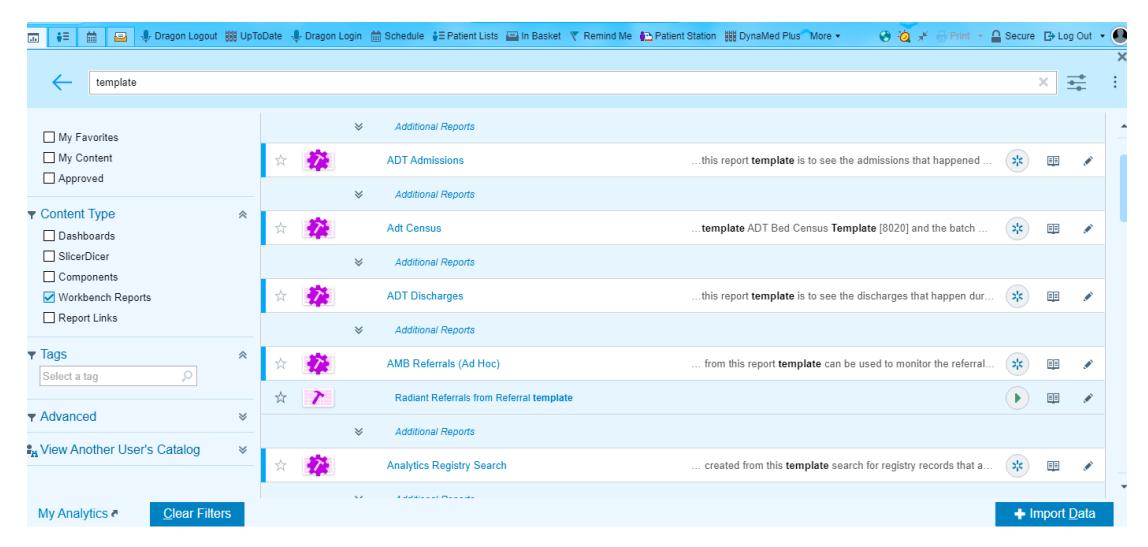
WHAT Data Do I need?

		# of patients with >/= 2 DM coded visits	% of patients on an SGLT-2 currently	% of patients prescribed an SGLT-2 during these visits	% of patients prescribed a GLP-1 during one of these visits
All Patients	???	???	???	???	???
	???	???	???	???	???
All races/ethnicities with A1c = 8*</th <th></th> <th></th> <th></th> <th></th> <th></th>					
All races/ethnicities with A1c > 8*	???	???	???	???	???
Hispanic patients all A1cs*	???	???	???	???	???
Hispanic/Latino A1c = 8*</th <th>???</th> <th>???</th> <th>???</th> <th>???</th> <th>???</th>	???	???	???	???	???
Hispanic/Latino A1c > 8*	???	???	???	???	???

WHICH EMR Tool Will I use?

	Description	PROS	CONS
Atlas Portal Reports	A "food court" that searches all possible analytic tools (RWB, SlicerDicer, premade SQL Reports, Dashboards)	Very inclusiveIncludes detailedSQL Reports	Difficult to Navigate
Reporting Workbench a	Queries the Chronicles database using predetermined templates	Real Time Data	 Cannot obtain large data sets at once Need special permission to export
SlicerDicer	Queries Caboodle database using data models	Easy to useCan link different data models	 Doesn't always correlate perfectly with Clarity (SQL) Historical Data
Signal Report	Provides data on how users (providers) are using Epic	 Detailed information on time in notes, time in orders, # of messages, etc 	Limited Access
Vizient	An external company that analyzes EMR data	 UCH's preferred data source 	Time/\$\$ Intensive

HOW Will I Design my Report?



HOW Will I Design My Report?

Search Summary

Select Appointments between 6/2/2024 and 7/2/2024

From

Department and provider:

Department: AFWILLIAMS FAM MED OP and Provider:

(none) and Provider type: (none)

Status:

Completed

Visit type:

ADULT PREVENTIVE CARE OR

ADULT PREVENT HOME TELEHEALTH OR

ESTABLISHED PATIENT EXTENDED OR

ESTABLISHED PATIENT OR

NEW PATIENT MEDICAID OR

NEW PATIENT MEDICARE OR

NEW PATIENT VISIT OR

SAME DAY/NEXT DAY

Where

Patient Registries:

DIABETES REGISTRY

Velgersdyk [97393] [10402254] [425001] 09:00:00 AM specified noninflammatory disorders of vagina; E11.9 - Type 2 diabetes mellitus without complications; J02.9 - Acute pharyngitis, unspecified Amett, Kelly Rose Comp Velgersdyk [97393] Amett, Kelly Rose Comp Velgersdyk [97393] Comp Velgersdyk [97393] 09:00:00 AM 06/27/2024 AFWF Est Patient 06/27/2024 R53.83 - Other fatigue; E29.1 - Testicular hypofunction; E11.9 - Type 2 diabetes Type 2 di	Provider/Resource	Appt Status	Time	Visit Date	Dept	Туре	Appt Instant	Dx Code	Encounter Diagnoses	Medicat
Velgersdyk [97393] [10402254] [425001] 08:00:00 AM fatigue; E29.1 - Type 2 diabetes mellitus without complication, without long-term current use of insulin (HC CODE) hypofunction; E11.9 - Type 2 diabetes	Arnett, Kelly Rose Velgersdyk [97393]	Comp	9:00 AM	06/26/2024				specified noninflammatory disorders of vagina; E11.9 - Type 2 diabetes mellitus without complications; J02.9 - Acute pharyngitis,	complication, without long-term current use of insulin	
		Comp	8:00 AM	06/27/2024				fatigue; E29.1 - Testicular hypofunction; E11.9 - Type 2	Type 2 diabetes mellitus without complication, without	

IS MY Data ACCURATE?

EXPORT and PROCESS My Data

201				
RN	→ Appt Instant	Patient V Dx Code	□ Encounter Diagnose Medication Orders	✓ Last A1C Value

All patients number of visits coded for DM # of Visits with DM Coded # of MRNs # of MRNs 1		% of MRNs 37.11 26.56 15.23 10.55
with DM coded for DM	95 68 39	37.11 26.56 15.23
2 323 28.92% 2 254 29.88% 2 3 176 15.76% 3 135 15.88% 3 4 92 8.24% 4 64 7.53% 4 5 29 2.60% 5 20 2.35% 5 6 24 2.15% 6 12 1.41% 6 7 6 0.54% 7 3 0.35% 7	68 39	26.56 15.23
3 176 15.76% 3 135 15.88% 6 4 4 4 64 7.53% 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4	39	15.23
4 92 8.24% 4 64 7.53% 4 5 29 2.60% 5 20 2.35% 5 6 24 2.15% 6 12 1.41% 6 7 6 0.54% 7 3 0.35% 7		
5 29 2.60% 5 20 2.35% 5 6 24 2.15% 6 12 1.41% 6 7 6 0.54% 7 3 0.35% 7	27	10.55
6 24 2.15% 6 12 1.41% 6 7 6 0.54% 7 3 0.35% 7		
7 6 0.54% 7 3 0.35% 7	9	3.52
	12	4.69
	3	1.17
8 4 0.36% 8 2 0.24% 8	2	0.78
9 3 0.27% 9 2 0.24% 9	1	0.39
10 2 0.18% 10 2 0.24% Grand Total	256	100.00
Grand Total 1117 100.00% Grand Total 850 100.00%		

SUMMARIZE My Findings

	% of Patients with >/= 2 DM Coded visits	with >/= 2 DM	% of patients on an SGLT-2	% of patients prescribed an SGLT-2 during	% of patients prescribed a GLP-1 during one of these visits
All Patients	59.02%	659	23.10%	8.15%	7.99%
All races/ethnicitie s with A1c = 8*</th <th>58.12%</th> <th>494</th> <th>19.44%</th> <th>5.68%</th> <th>6.62%</th>	58.12%	494	19.44%	5.68%	6.62%
All races/ethnicitie s with A1c > 8*	62.89%	161	35.06%	15.50%	12.92%
Hispanic patients all A1cs*	58.48%	169	27.36%	8.15%	11.95%
Hispanic/Latino A1c = 8*</th <th>54.37%</th> <th>112</th> <th>23.25%</th> <th>10.09%</th> <th>10.09%</th>	54.37%	112	23.25%	10.09%	10.09%
Hispanic/Latino A1c > 8*	69.14%	56	38.64%	15.91%	15.91%

UCH Sleep Team

Tackling the problem of poor access, long waitlists, and difficulty getting into clinic

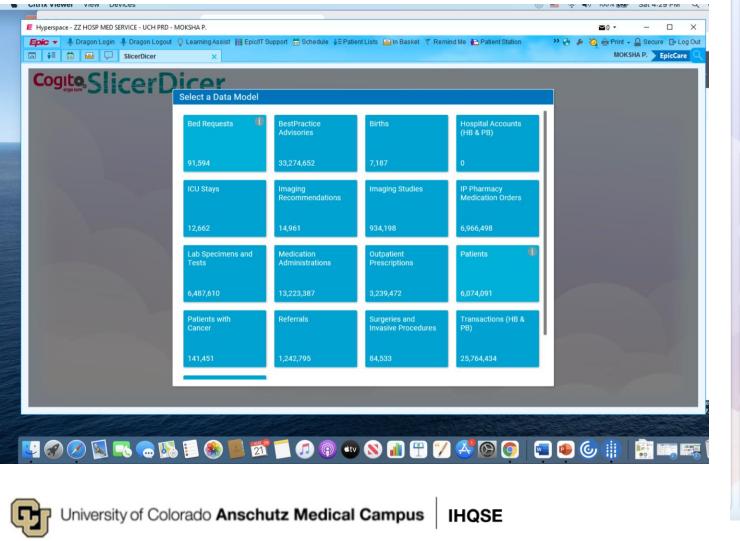
WHAT Data Do I Need?

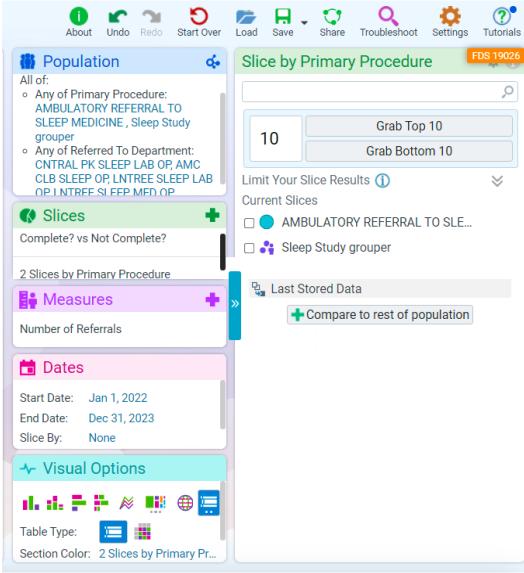


WHICH EMR Data Tool Will I Use?

	Description	PROS	CONS
Atlas Portal Reports	A "food court" that searches all possible analytic tools (RWB, SlicerDicer, premade SQL Reports, Dashboards)	Very inclusiveIncludes detailed SQL Reports	Difficult to Navigate
Reporting Workbench	Queries the Chronicles database using predetermined templates	Real Time Data	 Cannot obtain large data sets at once Need special permission to export
SlicerDicer b	Queries Caboodle database using data models	Easy to useCan link different data models	Doesn't always correlate perfectly with Clarity (SQL)
Signal Report	Provides data on how users (providers) are using Epic	 Detailed information on time in notes, time in orders, # of messages, etc 	Limited Access
Vizient	An external company that analyzes EMR data	 UCH's preferred data source 	Time/\$\$ Intensive

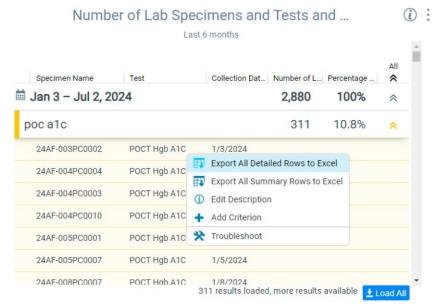
HOW Will I Design My Report





IS MY Data ACCURATE?

Export and Process Data

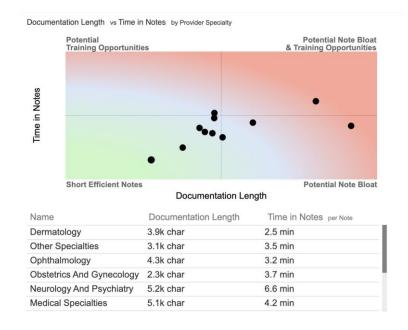




Summarize My Findings

	number of referrals	median time from creation to encounter (days)	avg time from creation to encounter (days)		max time from creation to encounter (days)
Completed Sleep Studies (All departments	xyz	xyz	xyz	xyz	xyz
Breakdown					
	Number	Median Days	Avg Days	Min Days	Max Days
Creation to authorized	XYZ	XYZ	XYZ	XYZ	XYZ
Authorized to Scheduled	XYZ	XYZ	XYZ	XYZ	XYZ
Days from Scheduled to Encounter	XYZ	XYZ	XYZ	XYZ	XYZ

OTHER TOOLS











Appreciative Debrief

Share with the group 1 thing you found most intriguing from this session

Next Steps

Due - Session 6 October 22, 2024

- Complete Voice of the Customer
- Build Stakeholder Analysis
- Develop a Problem Statement
- Meet with Dr. Moksha Patel (prn)

Due – Session 7 Nov. 12, 2024

- Complete a process map
- Our March 25, 2025 session has been moved to April 1, 2025 to accommodate spring break

Date Assigned	Assignment	Due Date
#1 – Aug. 20, 2024	Develop group ground rules Complete Leadership Defined Self-assessment	Review in coaching
#2 – Aug. 27, 2024	No new assignments	
#3 – Sept. 10, 2024	Complete voice of customer Build stakeholder analysis Develop a problem statement Meet with Dr. Moksha Patel	#6 – Oct. 22, 2024
	Complete a process map	#7 – Nov. 12, 2024
	Reading: Kotter, John. Leading Change: Why Transformation Efforts Fail	#5 – Oct. 8, 2024
#4 – Sept. 24, 2024	Complete affinity diagram	#7 – Dec. 3, 2024
	Draft business case	#8 – Nov. 19, 2024
	Complete Myers-Briggs Assessment	Friday, Oct. 18, 2024
#5 – Oct. 8, 2024	Complete literature review Complete Program Evaluation/QI/Research Tool	#8 – Nov. 19
#6 – Oct. 22, 2024	Complete data collection plan	#9 – Dec. 3, 2024
#7 – Nov. 12, 2024	Develop/utilize current vision tying to project	#8 – Nov. 19, 2024
#8 – Nov. 19, 2024	Finalize sense of urgency	#9 – Dec. 3, 2024
#6 NOV. 15, 2024	DEI Scan	#12 – Jan. 28, 2025
#9 – Dec. 3, 2024	Complete Positive Deviance Exercise Complete Design Thinking Exercise Develop list of potential interventions Finalize guiding coalition	#12 – Jan. 28, 2025
#10 – Dec. 10, 2024	Complete aim statement	#11 – Jan. 14, 2025
	Finalize logo	#13 – Feb. 11, 2025
	Draft mid-year report out	#12 – Jan. 28, 2025
#11 – Jan. 14, 2025	Complete pre-mortem assessment Create and implement a communication plan	#13 – Feb. 11, 2025
#12 – Jan. 28, 2025	Finalize mid-year report out	#13 / #14 – Feb. 11 or 25, 2025

