**Data Collection Plan**

1. Does your data already exist?
2. What sources might you go to for data?
3. What might your data definitions look like?
4. What data collection plan could work?

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| **Key Question** | **Data Element Name** | **Operational Definition** | **Parameters** | **Sources** | **Who** | **Frequency** |
| What is the length of stay? | Length of Stay (LOS) | LOS = Admit time to discharge time | • Date range: 1/1/2023 – 12/31/2023• One listed for every patient by CSN• Format: time in hours | EHR | Which team member is in charge of collecting? | Monthly data pull, 1st of the month |
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