

## Alcohol Reduction: QI activity – level 1

Utilise this template for quality improvement planning and save as evidence of quality improvement activity.

### **STEP 1: Involves answering the three Fundamental Questions – “The thinking part”.**

#### **1. What are we trying to achieve?**

By answering this question, you will develop your GOAL for improvement. This should be time specific and measurable.

#### **2. How will we know that a change is an improvement?**

By answering this question, you will develop the MEASURES to track the achievement of your goal.

#### **3. What changes can we make that will lead to an improvement?**

List your small steps/ideas, by answering this question you will develop the IDEAS that you can test to achieve your goal.

## STEP 2: Involves testing the change in real work settings – “The doing part”.



### IDEA:

Describe the idea you are testing: refer to the third Fundamental Question.

### Level 1 QI Activity (introductory level):

- Ensure all active patients aged 15 years and over have a current (within the last year) alcohol consumption status recorded in the clinical software.



### PLAN:

What, who, when, where, predictions & data to be collected.

- What do you plan to do? E.g. data audits/cleansing (utilising PenCs, POLAR, Primary Sense), recalls and reminders.
- What do you hope to achieve? Discuss the measurements that will be used and how they will be tracked.
- How are you going to do this? Discuss how you will monitor data and benchmark improvements made.
- Who will be involved? Designate tasks, and ensure there is a team approach.
- When will this take place? Specify timeframes for tasks.



### DO:

Carry out the plan, collect data, and document observations.

- Write down observations that are made during the implementation of the idea.
- Describe whether the team worked together well, if there were difficulties with assigned tasks, if patients had a good experience and note any feedback.
- Did everything go to plan or were there unexpected outcomes?



### STUDY:

Was the plan executed? Document any unexpected events or problems.

- Write down your reflections of what happened and document any unexpected events or problems.
- Will you implement the change on a larger scale, refine the idea or test a different idea?



### ACT:

What will you take forward from this cycle? (What is your next step/PDSA cycle?)

- Utilising the findings from this PDSA cycle, what will you do next?
- Document what you have learnt, whether a change has been made, if the measure was achieved, or what could be done differently.
- Plan your next PDSA cycle.