**Vaccine Preventable Disease QI Jan 2012 – Mar 2012**

Initial Target: Decrease Immunization error rate from 1/1,000 administrations to 1/10,000

Revision: Improve the immunization error by 30%

**Project report**

Sessions 2 hours in length

1. 1/25/12 QI Introduction, Ground rules, True colors – exercise in discovering personality traits
2. 2/1/12 Project definition – walking through steps of a given process: clerical function
3. 2/15/12 Project definition continued – RN, Vaccine Coordinator, Manager Data collection
4. 2/29/12 Data analysis – identify 80/20 begin graphing Cause/Effect of “Additional dose” (60%)
5. 3/9/12 Continue Cause Effect Diagram of “Minimum interval not met (20%)”, “Wrong vaccine (10%) “, “Age range (8%)”
6. 3/16/12 Continue with ced of Multitasking – minimize interruptions, Change principles , clinic flow sheet revisited
7. 3/21/12 From Clinic flow sheet begin to answer ?? 1. Do we understand what is meant? Is there anything missing? What could go wrong? If wrong what can we do about it? Do we have consensus? Begin to identify processes that might be changed – assign staff to investigate
8. 4/11/12 TBD

**Resources**

QI mentor – Scott Davis

 QI facilitator, Visio flow charting, fishbone diagramming

Graphic Design specialist – raw data into line and bar charts

SHD facilitator manager

 Permits program manager to participate in the meeting process

Insight data/analyst

Child Profile/analyst

Time sensitive – Director permission

**Recommendations**

Plan Do Study Act = QI cycle

Majority of up front time is spent in the Plan cycle which is describing and analyzing – discouraging to some (those who want to cut to the chase)

Use existing data to decide what will enter the QI process

Measure the same data the same way every time

Choose a project that is narrow in scope for first time

Consider sustainability to measure improvement over time

Enlist the acceptance of the process from the staff – address hopes and fears

Define what will be measured

Program staff choose a SMART target

Arrange for staff to meet

3:1 ratio for managerial time/meeting time

Managers be paired together

Training in the use of Visio/ bar and line charts