**PROJECT SCOPE**

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| **Project Aim:** (What are we trying to accomplish?) ***Improve patients understanding purpose of taking medication when leaving hospital as being measured by HCAHPs 40%*** |
| **Project Goal:** (SMART goal)  |

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| **Project Constraints:** (What are the boundaries for this project?) |
| Budget***: $1040***Schedule: ***Project Implementation 6/7/16 – 9/30/16; Re-measure Q4***Quality: ***Re-measure Q4; Increase Measure 7/Q25 performance to 75%***Other: (Policies, Regulations, Senior Management requirements***) 2016 Care Transition Pilot; Grant XYZ; Policy 23.4; HCAHPS;*** |

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| **Evaluation Measure** (use standardized data, easily obtainable if possible - examples include PQRS, NQF, CMS, IQR and or UDS measures) |
| **Measure Identifier/Number** | **Description** | **Data Source** | **Target Performance** | **Current** **Performance** | **Current Performance****Date** |
| ***Care Transition #7/Q25*** | ***When leaving hospital, Patient clearly understands purpose for taking each medication*** | ***HCAHPS*** | ***75%*** | ***38.7%*** | ***Q4 2015*** |

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| **Project Team Leads** |
| **Name** | **Title/Department** | **Role** | **Responsibilities** |
| ***Bob Smith*** | ***DON/***  | ***Nursing Lead*** | ***Evaluate & improve nursing functions*** |
| ***Jane Johnson*** | ***Care Coordinator/*** | ***Care Coordination Lead*** | ***Patient liaison, Evaluation and improve Care coordination functions*** |
| ***Sue Squires*** | ***QC/Quality*** | ***Lean Facilitator*** | ***Lean Facilitator; Documentation & notes*** |
| ***Kelly Jones*** | ***Pharmacist/Pharmacy*** | ***Pharmacy Lead*** | ***Evaluate & improve pharmacy functions*** |

**Process Prioritization**

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| **Potential Processes** | **Priority ranking (low, medium, high)** | **Estimated Completion Date** | **Notes** |
| ***Medication Review Process*** | ***High*** | ***9/24/16*** | ***Manager Joan on vacation until 7/6/16 – unable to begin until returns (small monument)******Larger process – from admission to discharge*** |
| ***Medication Ordering Process*** | ***Low*** | ***8/16/16*** | ***Held rapid cycle improvement project Q1 2016; will evaluate again after test period*** |
| ***Patient Medication Education at Discharge Process*** | ***High*** | ***8/5/16*** | ***Very low score, minimal cost/time to improve*** |
| ***Med Pass Process*** | ***Medium*** | ***9/4/16*** | ***Reviewing Med Errors, time study needed for further evaluation*** |