

PERFORMANCE IMPROVEMENT PROJECT (PIP) GUIDE

START DATE	REVIEW DATE(S)	COMPLETE DATE	PIP SQUAD MEMBERS	
PROJECT LEADER:			1.	
			2.	
			3.	
KEY AREA FOR IMPROVEMENT:			4.	
			5.	
			6.	
			7.	
GOAL: S pecific M easurable A ction Oriented R ealistic T ime Bound				
WHAT IS THE ROOT CAUSE(S) FOR THE PROBLEM? Ask "Why is this happening?" 5 times. If you removed this root cause, would the event have been prevented?				
BARRIERS:				
BRAINSTORM POSSIBLE SOLUTIONS and START YOUR PDSA CYCLE (PLAN, DO, STUDY, ACT) – See page 2				

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BRAINSTORM:

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PLAN	DO			STUDY AND ACT	
LIST THE TASKS TO BE DONE	RESPONSIBLE MEMBER	START DATE	ACTUAL COMPLETION DATE	COMMENTS (RESULTS/LESSONS LEARNED)	ADOPT/ADAPT/ABANDON (CHOOSE ONE)

STUDY AND ACT					
BENCHMARKS/METRICS How will we measure progress	BASELINE DATE	FIRST MEASUREMENT DATE	SECOND MEASUREMENT DATE	FINAL MEASUREMENT DATE	COMMENTS

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