On a quarterly basis, the Quality Improvement Committee provides a written update to the Board of Health as to the progress of QI Plan goals and objectives and completed QI project outcomes per the 2018-2020 QI Plan 800-015-P approved on 09/19/2018.

PROGRESS OF QI PLAN GOALS AND OBJECTIVES:

Status of QI Goals and Objectives as of 09/30/2019				
Maturity Category	**Deadline:**	**Total #**	**# completed by deadline**	**# still in progress**
Organizational Culture	By 09/30/2019	2	0	2
	After 09/30/2019 and by 12/31/2019	5	0	5
Capacity and Competency	By 09/30/2019	9	8	1
	After 09/30/2019 and by 12/31/2019	16	0	16
Alignment and Spread	By 09/30/2019	5	3	2
	After 09/30/2019 and by 12/31/2019	26	2	24
TOTAL:		**63**	**13**	**50**

- *Details of Organizational Culture QI Goals progress within 3rd quarter 2019 (07/01/2019-09/30/2019):*
  - Research possibility of offering incentives for QI participation and propose options to DLT to determine feasibility and approval by 08/21/2019:
    - This was started in March 2019. This was not able to be completed due to a change in the QIC Membership and staff on medical leave.
    - The QIC discussed the draft proposal on 09/18/2019. It was decided that criteria for each incentive needs to be detailed in the proposal. Revised draft proposal and goal deadline extended to 10/15/2019.

- *Details of Capacity and Competency QI Goals progress within 3rd quarter 2019 (07/01/2019-09/30/2019):*
  - Find and select online/free individual QI Tools Training by 06/30/2019:
    - Several trainings have been selected and the list has been generated as of 06/27/2019. Goal Completed on time. *Note: This is a revision to the status of this goal that was provided in the June 2019 board report.*
  - Provide list of individual QI Tools training to all staff by 09/30/2019:
    - The list has been generated as of 06/27/2019. Several of the selected trainings are the presentations offered during the Lean Ohio Boot Camp Training. We were waiting on the training provider to provide a clean copy of the presentations, as requested on 06/25/2019, 07/16/2019 and 8/21/2019, and they were finally provided on 8/29/2019. These presentations need to be reformatted so they can be made available for staff training. Once that is complete,

the list and training material locations can be provided to staff. Goal Deadline extended to 11/30/2019.

➢ Conduct "introductory" QI Skills assessment 800-015-13-F of necessary staff by 08/30/2019:

- The QI Skills assessment was provided to necessary staff on 09/10/2019 and they completed it on 09/17/2019. Goal completed.

➢ Finalize QIPT PDCA implementation structure guides and resources (QI tool trainings, etc) for QIPT meetings due 07/30/2019:

- The developed outline summarizing the structure to use for the QI projects was evaluated and revisions are being made. This was completed on 07/17/2019.

- Training and resource documents have been identified from Lean Ohio and other sources for use during QIPT PDCA implementation. Final selections of these resources were made on 07/17/2019.

- Goal completed.

- *Details of Alignment and Spread QI Goals progress within 3rd quarter 2019 (07/01/2019-09/30/2019):*

➢ The QIC to solicit all staff to consider submission of a QI project idea(s) by 09/30/2019:

- This was decided during the 08/21/2019 QIC meeting to be completed during the 10/30/2019 all-staff meeting using the QI presentation and poster boards. Goal deadline extended to 10/30/2019.

➢ Complete the 2017 Immunization Clinics QI Project final steps and document by 09/30/2019.

- The 2017 Immunization Clinic QI project was completed on 10/18/18. However, the remaining project documentation (worksheet, graphical display summary, narrative, website, etc.) still needs completed to complete this goal. Due to workload, this has not been able to be completed. It is expected to be prioritized so it can be completed by the extended deadline of 12/31/2019.