



PHYSICIAN PRACTICE
IMPROVEMENT PROGRAM

Action Plan Template

Identify up to three opportunities for improvement that would be beneficial to you or your group.

	Goal
1. What is the opportunity or gap?	There are multiple policies on the same topic. These policies are over 5 pages and is very complex to understand.
2. What is your SMART goal?	By the end of March 2025, we will be able to reduce the number of policies form 10- 5.
3. Who will lead the change?	Physician
4. Who will help implement the change and how will they need help?	Multi disciplinary team (physicians, other staff Nurses etc.)
5. How will you identify the root causes of the issue?	Examine/ read the policies and the latest evidence-based practices
6. Considering root causes, what is a potential intervention which may be tested to improve the challenge you are facing?	Reviewing each policy, eliminating the duplication, reflecting on standards that is critical for the policies.
7. What resources are needed?	Policies of the similar topics, Healthcare standards, time of physician to review
8. What is the timeline?	By the end of March 2025, policies will be reviewed and send for approval
9. What barriers may compromise success?	Time constraints, Clarity around standards
10. What strategies will you employ to mitigate the barriers identified?	Dedicated time, Getting the latest research papers in advance
11. How will achieving the goal be identified or measured?	Decrease in number of policies, Clarity in policies and references and addendum attached to the policies.
12. What strategies will you employ to evaluate and sustain the change?	Ensuring all the stakeholders are involved in review process. Policies are reviewed annually.