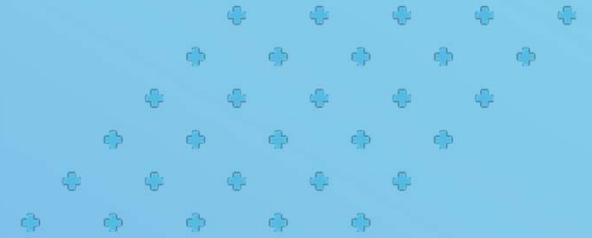


HealthTech



Data Plan



Data Plan Example

Department -- Manager Name – Date

1. Short description of what you are trying to achieve / process you are trying to improve.
2. Who was involved in identifying the indicator / project?
3. How will staff be involved in the monitoring or improvement process?
4. Will other depts. be involved in the monitoring or improvement process? If so, which departments?
5. This indicator / project is aligned with: (choose one)
 - Quality Control
 - o product oriented – focuses on defect identification – monitoring only
 - Quality Assurance
 - o focused on improving a current process that is not meeting established targets
 - Performance Improvement
 - o focused on improvement of a current process or identification of new approaches to improve)

6. This indicator / project supports the following areas (choose at least one)

- Hospital Quality Priority
- High-Volume
- High-Risk
- Problem-Prone
- Improved health outcomes
- Prevention and reduction of medical errors
- Prevention and reduction of adverse events
- Prevention and reduction of Hospital Acquired Conditions
- Transitions of Care, including readmissions

STOP

TALK TO THE QUALITY DEPARTMENT ABOUT YOUR ANSWERS 1 -6 BEFORE YOU PROCEED WITH DECIDING ON DATA COLLECTION

Data Plan Example

7. What data will you collect?
8. Who will collect data?
9. How often will data be collected?
 - Daily
 - Weekly
 - Monthly
 - Quarterly
 - Other – please list
10. Who will analyze data?
11. Who will report data?
12. How often will data be reported?
13. What is the sample size? (Sample size must be at least 30 for each reporting period. If less than 30 may use rolling average to obtain sample size of 30.)
 - 100%
Random sample (If random – please indicate how random sample will be obtained)
14. What is the numerator and denominator including inclusions and exclusions? It is critical to be as clear as possible.
 - Numerator:
 - Denominator:
15. What is your baseline data – if available?
16. What is the external benchmark – if available?
17. What is your target?
18. What resources or support, if any will you need?