**Quality Improvement Activity**

**Start date: End date:**

Increase Immunisations

**Practice/team name:**

**Specific**

Provide a clear description of what needs to be achieved.

**Measurable**

Include a metric with a target that indicates success.

**Achievable**

Set a challenging target but keep it realistic.

**Relevant**

Keep your goal consistent with higher-level goals.

**Time-Bound**

Set a date for when your goal needs to be achieved.

**QI Activity Lead:**

Improve recording and updating of individual immunisation data to the Australian Immunisation Register (AIR).

**Goal:**

What are we trying to accomplish?

**Change Ideas:**

What change can we make that will result in an improvement?

Create a group vaccination strategy for the practice that includes designated roles and allocated time to upload to AIR at the time you give the vaccine to patients and re-use this strategy for flu vaccination or any other group vaccination clinic.

Create a step-by-step AIR instruction guide specifically for your staff and the clinic. Print off and display in a prominent position.

**QI Activity Team:**

The practice data currently has xx % of vaccinations recorded in the AIR on audit from last quarter.

**Benchmark:**

What is our current data saying?

* Name/Role
* Name/Role
* Name/Role
* Name/Role
* Name/Role

The results of this measure will be recorded at baseline and over time compare the outcomes at the end of activity to see whether the overall goal has been achieved.

**Measures:**

How will we know that a change is an improvement?

What data will we use to track our improvement?

**ACT**

*Review or extend activity?*

*Implement the plan and record observations*

**DO**

**PLAN**

**STUDY**

*Develop a plan and the steps involved*

Consult with the WVPHN practice facilitator, develop a plan of action and present it at staff meetings.

Form a QI team, discuss workflow and allocate roles & responsibilities. [ideally – practice manager (can include WVPHN practice facilitator) and at least one GP, nurse and admin staff.]

QI lead to extract baseline data from practice software using data extraction tool.

Ensure staff have access to AIR

Complete all updates to practice management software to ensure transmission of data to the AIR.

*Analyse and learn from the results*

**ACT**

*Review or extend activity?*

*Implement the plan and record observations*

**DO**

**PLAN**

**STUDY**

*Develop a plan and the steps involved*

Check-in at the next team meeting to understand where the team is at in terms of confidence and skill set using the AIR. Brainstorm both the pain points and improvement ideas.

While all nurses can upload to AIR, one nurse with a special interest has the accountability to follow-up with overdue vaccines, enters overseas given vaccines and plans catch-ups. This means there is a single go-to person in the practice for General Practitioners and a direct contact for LGA Immunisation staff.

*Analyse and learn from the results*