

Wondering where to start? Follow the process below:

- 1. Please **submit a PQIT Roster** for your team (either at the '*PQCNC AIM OBH Team Registration*' or the '*PQCNC AIM OBH Data Resources*' link) If/when your roster changes please make sure to submit any changes in your team roster through this same link. We would like to be able to provide all team members with the latest information about the initiative and we can only do that with your help.
- 2. Complete a unit **Snapshot:** link in the Resources pane titled '*PQCNC AIM OBH Data Resources*'
- 3. Register your team for the **Initiative Kickoff Meeting:** link in Resources Pane titled *'PQCNC AIM OBH Kickoff Registration'*
- 4. Obtain access to **PQCNC's data portal.** Follow the instructions in the document titled **Data Engine Leading PQCNC's Healthcare Improvement (DELPHI)** Instructions found in the resources pane, '**PQCNC** AIM OBH Data Resources'
- 5. Familiarize yourself with the **Charter** and **Action Plan:** link in the Resources pane titled '*PQCNC AIM OBH Data Resources*'
- 6. Plan your **Team Meetings**: Your team will need to schedule at least monthly meetings to review data, make plans for PDSA cycles, and plan for next steps.
- 7. Attend the Kickoff Learning session with your team on September 13, 2017
- 8. Get to work! Use the Action Plan to begin closing the gaps identified in the Snapshot
- 9. On October 1, 2017 start collecting **AIM OBH Initiative Data** Data forms, Delphi Instructions, Data Dictionaries, etc., all available at the link in the Resources pane titled '*PQCNC AIM OBH Data Resources*'
- 10. **Share Your Work** with the team, unit staff, and your Executive Champion: Please set up times to *meet with your Executive Champions* to update them on your progress and to ask for their help to meet your goals. PQCNC would suggest you meet with them every other month but no less than every quarter.
- 11. **Mark Your Calendar for March 1, 2018** and plan to attend the second learning session where we'll all share our work, our progress, and take a deep dive into a special topic. Details and registration available soon at a link in the Resources pane.

Links to the material referenced here can be found on the PQCNC website following the link to 'Initiatives' followed by the link to 'AIM' (<u>https://www.pqcnc.org/node/13805</u>) and looking in the 'Resources' pane of the page where you will find the PQCNC AIM OBH Data Resources link