# A diagram of a diagram Description automatically generatedHQBC Improvement Charter

**Project Name:**

**Team Name:**

**Executive Sponsor:**

**Team Lead**:

**Date**:

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| **What are we trying to accomplish?** |
| **Problem Statement:** *Adapt for your setting (e.g. local data and/or challenges)* |
| **Aim Statement:** |
| **Scope and Boundaries:** *What is included and what isn’t?* |

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| **How will we know a Change is an improvement?** | | |
| **Measure** | **Operational Definition** | **Collection Strategy** |
| **Outcome Measures:** | | |
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| **Process Measures:** | | |
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| **Balancing Measures:** | | |
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| **What Changes Can we Make that will result in improvement?** |
| **Initial Change Ideas to Test:** |

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| **Initial PDSA Cycles:** *What will you test? What are you hoping to learn?* |

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| **How will we manage the improvement project?** | |
| **Team Members:** | |
| **Name** | **Role/Responsibility** |
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| **Key Dates:** *Deadlines, deliverables, vacations, etc.* |

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| **How will we incorporate the voice of patient partners?** |

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| **How will we maintain and promote safety (physical, psychological, and cultural) throughout the project?** *See*[*BC Health Quality Matrix*](https://healthqualitybc.ca/resources/bc-health-quality-matrix/) *and* [*Culturally Safe Engagement Companion Guide*](https://healthqualitybc.ca/resources/culturally-safe-engagement-what-matters-to-indigenous-first-nations-metis-and-inuit-patient-partners-companion-guide/) *for more information about safety.* |

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| **How will we consider environmental sustainability throughout the project?** |