1. **Questions to Review the Design of the Quality Improvement Project** *(If the answer to any of these questions is no, the project plan should be revised.)*

**Yes**

**No**

**Project Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Proposer:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does the project relate directly to the quality of patient care (clinical effectiveness, patient safety or patient experience)?

 Is the objective of the project and problem to be resolved clear?

Is there evidence that improvement ideas have been developed appropriately (e.g. process map, stakeholder engagement, review of research evidence, root cause analysis and use of other improvement tools)?

 Are improvement measures appropriate?

 Is the project designed to bring about immediate improvements?

1. **Type of Project** *(If the project is considered to be research or clinical audit, the project plan should be revised to fit quality improvement criteria. Note that research projects will require ethical consideration.)*

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| --- | --- | --- |
| **Research** | **Quality Improvement** | **Clinical Audit** |
| The attempt to derive generalisable new knowledge by addressing clearly defined questions and hypotheses with systematic and rigorous methods. |  | Systematic, data-guided activities designed to bring about immediate, positive changes in the delivery of healthcare in particular settings. |  | A process that seeks to improve patient care and outcomes through systematic review of care against explicit criteria and the implementation of change. |  |

1. **Ethics Screening for the Quality Improvement Project**

**Does the proposed quality improvement project have any of the following ethical issues that need consideration before starting the project?** *(If the answer to any of these questions is yes, the project should have ethical consideration.)*

**Yes**

**No**

Infringe on any patient’s rights? *(Limits or restricts patients’ rights to make choices about their care, such as restricting access to evidence-based practice.)*

Risk breaching any patient’s confidentiality or privacy? *(Collecting or disclosing data that could be used to identify any patient; using such small sample sizes that individual patients can be identified; or having someone collect data who does not normally have access to patients’ information or records.)*

Place burden, risk or inconvenience on a patient beyond those of his or her routine care? *(A patient is required to spend an unreasonable amount of additional time for data collection, provide samples not essential for care or attend extra clinic or home visits; a vulnerable person is required to participate directly; or a patient is asked to answer more than a minimal number of factually based questions or to provide sensitive information.)*

Involve any clinically significant departure from usual clinical care? *(Varies from accepted clinical practice or causes any disruption in the clinician-patient relationship.)*

Involve a potential conflict of obligation, for example, a trade-off between quality and cost, to patients? *(Any trade-off between cost and quality for individual patients or a group of patients.)*

Involve the use of any untested clinical or systems interventions? *(Are there any significant risks patients could face by implementing a new practice that is not already established?)*

Allocate any interventions differently and unjustly among groups of patients or staff? *(Different groups of patients included or excluded from interventions or treatments or an activity which leads to significant potential burdens and injustice for others.)*

Provides no direct benefit to patients or patient care? *(No direct benefit to the patients participating.)*

**Role:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Reviewer:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Comments:**