

Measures checklist

Part 1: Measure setup

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| Measure name: | |
| Why is it important? <i>(Provides justification and any links to organisation strategy)</i> | |
| Who owns this measure? <i>(Person responsible for making it happen)</i> | |
| Measure definition | What is the definition? <i>(Calculation – scope – focus – frequency)</i> <i>(eg the percentage of patients aged 65+ who fell per month)</i> |
| | What data items do you need? <i>(eg number of patients aged 65+ who fell, number of patients aged 65+)</i> |
| | What is the calculation? <i>(Write it out as a formula eg 100 x patients aged 65+ who fell / patients aged 65+)</i> |
| | Which patient groups are to be covered? Do you need to stratify? <i>(For example, are there differences by shift, time of day, day of week, severity etc)</i> |
| Goal setting | What is the numeric goal you are setting yourselves? |
| | Who is responsible for setting this? |
| | When will it be achieved by? |

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Part 2: Measurement process

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| Collect | Is the data available? <i>(Currently available / Available with minor changes / Prospective collection needed)</i> |
| | Who is responsible for data collection? |
| | What is the process of collection? |
| Analyse <i>Calculate measure and present results</i> | What is the process for presenting results? <i>Eg create run chart or bar chart in Excel</i> |
| | Who is responsible for the analysis? |
| | How often is the analysis completed? |
| Review | Where will decisions be made based on results? |
| | Who is responsible for taking action? |