



## School-Based Health Center Program Quality Improvement Checklist

### 1) Prior to October 31, 2016, complete the following:

- Obtain organizational approval (if needed) to conduct quality improvement activities.
- Assemble team. Determine roles/responsibilities of team members, including team lead and data lead. At a minimum, team should include:
  - SBHC medical provider
  - SBHC behavioral health provider
  - SBHC support staff
  - SBHC coordinator.
- Establish timeline for improvement activities and schedule regular team meetings throughout the year.
- Assure QI team understand the importance of QI and are familiar with the Model for Improvement framework, including PDSA cycles.
  - Model for Improvement - Clip 1:  
<https://www.youtube.com/watch?v=SCYghxtioIY>
  - Model for Improvement - Clip 2 (Aim, Measures, Changes, and Data):  
<https://www.youtube.com/watch?v=6MIUqduINwQ>
  - *The Improvement Guide*, pages 23-25
- Review baseline data, including the 2015-16 Apex Data Snapshot.
  - For agencies that provided 2015-16 data to Apex Education Inc., a Data Snapshot report for each SBHC will be sent to you by Apex in the near future.
- Identify two focus areas for improvement from list of ten (10) items below:

- Performance Measure Cheat Sheet:  
<https://www.colorado.gov/pacific/cdphe/SBHC>
  1. Annual Well-Child Check (WCC)
  2. Adolescent Risk Assessment
  3. BMI/Nutrition & Physical Activity Counseling
  4. Adolescent Depression Screen
  5. HPV Vaccine
  6. Meningococcal Vaccine
  7. Tdap/Td Vaccine
  8. Chlamydia Screen
  9. Oral health Screen
  10. Sustainability
  
- Develop aim statement for *each* of the two focus areas:
  - Example: By [when] increase/decrease [what] for [whom] from [what it is now] to [what you want it to be].
  - Sample Aim Statements - <https://www.colorado.gov/pacific/cdphe/SBHC>
  - Sample Aim template - <https://www.colorado.gov/pacific/cdphe/SBHC>
  - *Public Health QI Encyclopedia*, page 3
  
- Conduct root cause analysis for each focus area.
  - *Public Health QI Encyclopedia*, pages 11 & 35
  - *The Improvement Guide*, pages 427- 429
  
- Brainstorm a list all potential change strategies to reach your aims (improvement goals). Pick the top three you plan to test with PDSA cycles.
  - *The Improvement Guide*, pages 35-41

**2) By October 31, 2016, report the following in the HUB:**

- Two QI focus areas
- Aim Statement for each focus area
- Describe or list strategies and activities you propose to implement to reach your improvement goal in the QI Focus Areas.

- Describe what the potential barriers or challenges your team might face and describe how you will address or overcome these challenges.
- Share how can CDPHE SBHC Program assist you with QI efforts (coaching, technical assistance, etc.) and what specific resources, trainings, sample documents, materials, other information can CDPHE SBHC staff provide?

**3) Conduct and track Plan\*Do\*Study\*Act\* cycles to reach aims.**

- Resources:
  - PDSA template <https://www.colorado.gov/pacific/cdphe/SBHC>
  - PDSA Cycles, Part 1: <https://www.youtube.com/watch?v=-ceS9Ta820>
  - PDSA Cycles, Part 2: [https://www.youtube.com/watch?v=eYoJxjmv\\_QI](https://www.youtube.com/watch?v=eYoJxjmv_QI)
  - *The Improvement Guide*, Chapter One.

**4) By May 31, 2017, report the following in the HUB:**

- What was learned through this QI process?
- What were your successes? Did your project result in improvement? By how much/little?
- What were the challenges?
- Were there any unintended consequences or surprises?
- What actions or changes can or should be taken going forward to continue improvements?
- Would you like to share your work with your colleagues? If you select yes, the other Colorado SBHC staff will be able to search and view the QI work.

**5) Got questions? Need technical assistance?**

Please contact Dr. Maureen Daly, CDPHE's QI Consultant, by email ([daly4050@gmail.com](mailto:daly4050@gmail.com)) with any questions or if you should need any technical assistance.