



Quality improvement reflection (QI)

Quality improvement (QI) is the process where an opportunity to change a general practitioners (GPs) practice occurs as a result of learning. QI reflection encourages self reflection of completed Category 1 activities (such as Provider ALMs) where QI is identified as part of the learning process. GPs may have conducted a review of clinical outcomes, case reviews and evaluation of impact to identify that QI has occurred within the GP's individual practice.

The GP is encouraged to document and demonstrate, via the QI reflection, applied knowledge or change in behaviour as a result of a particular learning activity. This activity can be repeated throughout the triennium in order to document the ongoing changes and reflection associated with the learning activity.

Checklist

Provide activity number for a completed Category 1 activity in the 2017–19 triennium.

Further information

Please contact your program coordinator in your local QI&CPD office or refer to the QI&CPD Program handbook for further information regarding QI.

Please email or mail the completed form to your local QI&CPD office. Address details can be found at [Your RACGP](#) or log in to **myCPD** on the RACGP website.

GP details

Name RACGP QI&CPD number

Phone Email

Activity details

Please provide details of the Category 1 activity completed

Activity title Activity number

Changes in your practice

Please outline why you have identified this education as effecting quality improvement in your practice or specific area of discipline (e.g. university teaching, research studies, locum work, etc.).

You may like to think about:

- Updated medical software to better manage patients' records (referrals, recalls etc.)
- Reviewed patients' data using an audit tool
- Coordinated team care approach with a range of health, community and disability services to plan and facilitate optimal patient care (*The RACGP Standards for general practices* (4th edition) Standard 1.6 – criterion 1.6.1)
- Introduced clinical risk management systems to enhance the quality and safety of patient care (*The RACGP Standards for general practices* (4th edition) Standard 3.1 – criterion 3.1.2)

Monitoring these changes

Having completed this education, what changes have you identified and implemented to effect improvements (e.g. patient outcomes, university teaching, research studies, locum work, etc.)?

You may like to think about:

- Conduct regular practice staff meetings to gather information and updates on the outcomes of these changes
- Create a monitoring guideline (including a template) and staff roster for recording the outcomes of these changes
- Develop roles and responsibilities for practice staff that includes monitoring and recording the outcomes of these changes

Evaluation

How will you measure and maintain the improvement in this area of your practice or specific area of discipline over time?

You may like to think about:

- Review the outcomes regularly against the set standards or targeted outcomes
- Seek and respond to patients' feedback on their experience of our/my practice (*The RACGP Standards for general practices* (4th edition) Standard 2.1 – criterion 2.1.2)
- Measure changes using an appropriate checklist
- Compare 'before and after' patient data using audit tools
- Conduct regular updates and case-based discussions during team meeting



Declaration

I declare to the RACGP:

- I have completed this activity, and to the best of my knowledge, it has been conducted and completed in accordance with the relevant RACGP QI&CPD Program requirements, educational standards and criteria.
- The information I have provided in this document is accurate and correct.
- I understand and acknowledge that the RACGP reserves the right to withdraw recognition of the activity if in the opinion of the RACGP the activity does not meet the QI&CPD program requirements, educational standards and criteria.

Signed:

Date:

Please email, fax or post to your local QI&CPD office

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