

**RECOMMENDED TEMPLATE FOR  
CENTRAL ~ HUDSON RIVER ~ LONG ISLAND ~ WESTERN REGIONS  
Summary of Quality Improvement Activities during 2006**

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**Introduction**

The following is a summary of our quality improvement activities during 2006. The objectives we established for our program during this year form the framework of the evaluation. These objectives address the requirements of the first year of the Memorandum of Agreement that we signed with the NYS Office of Mental Health (OMH) regarding quality improvement activities at our Clinic.

**Summary of Objectives for 2006**

The following is a list of the objectives that provided direction for our Plan during 2006.

- Develop and implement a Quality Improvement Plan.
- Establish a Quality Improvement Committee.
- Train our leaders and staff in quality improvement principles and methods.
- Develop a quantitative indicator or measure of performance that will allow us to assess the impact of our improvement efforts focused on a priority issue.
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**Quality Improvement Plan**

Based on a workshop provided by OMH, we developed and submitted a Quality Improvement Plan. The Office accepted the Plan. As part of our Plan, we adopted a specific approach to quality improvement.

**Quality Improvement Committee**

We convened a Quality Improvement Committee. The Committee included the following members:

As indicated the membership included recipient and family representatives. They were able to attend the following number of meetings during the year:

The Committee addressed and acted upon the following issues during the year:

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**Staff Training in Quality Improvement**

The following training related to our quality improvement activities was provided during the year.

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**Quality Improvement Indicator (Measure of Performance)**

The following is a summary of our actions during 2006 that focused on

Rationale (Prioritize).

Assessment of the Process (Plan).

Implementing the Action Plan (Do).

Evaluation of the Impact of the Actions (Check).

Next Steps.

Planned Quality Improvement Initiative for 2007

Based on a discussion of our priorities, we plan to focus on the performance indicators described in the following tables during 2007.

<b>Performance Indicator 1</b>	
<b>Name</b>	<i>Provide a brief two or three word title.</i>
<b>Definition</b>	<i>Further define the indicator by describing the data elements and the type of numerical value to be used to express the indicator (percentage, rate, number of occurrences etc.).</i>
<b>Data Collection</b>	<i>Describe how the data will be collected as well as the method and frequency of collection. Who will be responsible for collecting the data?</i>
<b>Assessment Frequency</b>	<i>State how often the Quality Improvement Committee will assess information associated with the indicator.</i>

<b>Performance Indicator 2</b>	
<b>Name</b>	<i>Provide a brief two or three word title.</i>
<b>Definition</b>	<i>Further define the indicator by describing the data elements and the type of numerical value to be used to express the indicator (percentage, rate, number of occurrences etc.).</i>
<b>Data Collection</b>	<i>Describe how the data will be collected as well as the method and frequency of collection. Who will be responsible for collecting the data?</i>
<b>Assessment Frequency</b>	<i>State how often the Quality Improvement Committee will assess information associated with the indicator.</i>

We also plan to take the following steps to assess the needs and expectations of our recipients, their families and their staff.

We also plan to provide further training in quality improvement.