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**International Forum on Quality and Safety in Healthcare**

**Abstract Proposal for Poster Display**

* **Abstracts must be submitted in English**
* **Abstracts must not exceed 700 words (not including the template text)**
* **All information (including tables) must be included in a single document**
* **Please ensure you save your document with a title that is only letters and numbers. Please do not include any symbols as you may have problems uploading this.**
* **By uploading your abstract you hereby agree to grant BMJ and IHI a non-exclusive licence on** [**these terms**](http://internationalforum.bmj.com/poster-license/)**.**

**1) Please declare any conflicts of interest below –** for example:who has funded your research; any other competing interest which could be connected with your work (for example, advisory roles or business interests)

**2) Context:**

* Describe the department or community where the work was done
* Describe the team involved and the client/patient group that is the focus of your work

**3) Problem:**

* Outline briefly the specific problem or system dysfunction that you aim to improve and how it was affecting client/patient care?

**4) Assessment of problem and analysis of its causes:**

* Describe how you assessed the cause and extent of the problem
* How did you involve the relevant staff group(s) at this stage
* How did you disseminate the analysis of the problem(s) to the staff and to the patient groups involved

**5) Intervention:**

* Describe the changes to practice needed to make improvements in care
* Then describe your proposed change(s) to practice in sufficient detail so that others could reproduce it

**6) Strategy for change:**

* Describe the process and timelines for implementing the change
* Outline how you involve staff groups to disseminate the change
* Outline the opportunities for feedback from the staff and patient groups involved

**7) Measurement of improvement:**

* Describe your approach to measuring the effect of the change
* Include the analytical methods used and the results obtained
* *Please state clearly if you do not have final results available, but indicate any preliminary and anticipated final results*

**8) Effects of changes:**

* What was the impact of your changes?
* Describe how far this went to resolve the problems that triggered your work
* Describe the benefits, actual or anticipated, to client/patient care
* Outline the problems encountered during the process of change
* *If you are presenting longer-term follow-up results, indicate the factors that have led to sustained or spread of improvement over time*

**9) Lessons learnt:**

* Outline the lessons about the implementation of change that you have learnt from this work?
* What would you differently if you were starting again?
* *If your work is still in progress, indicate any anticipated challenges or obstacles for your project*

**10) Messages for others:**

* Describe the main message from your experience described here that you would like to give to others, or to receive support from others for?
* Describe the impact of your changes for clients/patients and for the health care system as a whole

**11)** **Please describe how you have involved patients, carers or family members in the project:**

* Outline any involvement from the start of the projected through to the end

**12) Ethics Approval:** If ethics approval was required for the work, please state if this has been obtained