

Sustainability checklist

Revisiting the 'Quality improvement readiness tool' you completed in the beginning of this CQI can help you:

- » assess the changes and improvements you have made
- » identify any further actions you may wish to take.

» Does your practice do the following?

Organisational culture	Status	Action
The practice team is aware of the work that has been done.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
The team understands their role in cancer screening activities.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
The team is supportive of the changes.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
The team is regularly updated about: <ul style="list-style-type: none"> » cancer screening participation rates » changes being implemented and why » achievements and highlights of the work undertaken. 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	

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Organisational structure	Status	Action
We have implemented a team-based approach to the ongoing delivery and management of cancer screening activities.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
Roles and functions of team members are documented.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
If particular members of the team leave, the cancer screening activities can continue (ie: contingency plan in place).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	

Policy and process	Status	Action
Cancer screening reminder workflow is documented.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
Agreed reminder labels have been documented.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
A process exists to ensure annual 'cleaning' of cancer screening data.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
Cancer screening is included in your recall and reminder policy.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
Good practice health literacy is part of your policies and processes.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
Proactive engagement of under-screened patients is part of your cancer screening policy.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	