

AIM Statement *Template*

QUALITY IMPROVEMENT

A structured SMART goal format for the Thinking Part of the Model for Improvement. Use this appendix to agree and document your team's improvement aim.

A well-crafted aim statement turns a vague intention into an actionable goal. The team aligns on what success looks like, by when, and for whom. Use the SMART framework to keep the statement clear and testable.

The SMART framework

S — Specific	What exactly is being improved? Which group of patients, which process, which outcome?
M — Measurable	What number or proportion will move? From what to what?
A — Achievable	Is this realistic given current team capacity, time, and resources?
R — Relevant	Does this align with practice priorities and Quintuple Aim goals?
T — Time-bound	By when will this be achieved? When will progress be reviewed?

TIP

Write the aim statement as a single sentence that someone outside the team could understand without context. If it needs explanation, it probably needs sharpening.

Worked example

EXAMPLE — TOWNSVILLE FAMILY PRACTICE

AIM STATEMENT

Increase the proportion of patients from refugee backgrounds with a completed refugee health assessment from 40% to 65% within 8 weeks, by introducing a longer-appointment booking workflow with interpreter pre-booking for newly registered patients.

Specific	Completion of structured refugee health assessment for identified refugee-background patients.
Measurable	Proportion of identified refugee-background patients with a documented refugee health assessment in the clinical system. Baseline 40%.
Achievable	Booking workflow change is within reception/practice manager workflow. Interpreter pre-booking already in place for some appointments.
Relevant	Addresses known gap in assessment completion for newly arrived patients; supports MBS 701/703 use and refugee health Practice Guide implementation.
Time-bound	Eight weeks. Mid-point check at week 4.

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FILL IN WITH YOUR TEAM

PRACTICE NAME

DATE

AIM STATEMENT

Write as a single sentence. Include what you are improving, by how much, for whom, and by when.

SMART BREAKDOWN

Specific <i>What exactly?</i>	
Measurable <i>From what to what?</i>	
Achievable <i>Realistic?</i>	
Relevant <i>Aligns with priorities?</i>	
Time-bound <i>By when?</i>	

BASELINE MEASUREMENT

The current state, before any change is made. Record the source (e.g. clinical system search, practice audit, monthly snapshot).

BASELINE DATE

REVIEW DATE(S)

When will progress be checked? Consider a mid-point check and a final review.

NEXT STEP

Once the aim is agreed, move to **Appendix 02 (Measures Template)** to define how you will track progress. The aim goes at the top of **Appendix 07 (MFI & PDSA Worksheet)**.