

Example of QI Report Format Including Key Information

- **Goal:** By December 31, 2011, 100 percent of abnormal lab tests, 100 percent of abnormal chest x-rays, and increased temperatures $\geq 100^{\circ}$ F on all hospitalized patients will be reported to the Infection Prevention Nurse (IPN) within 24 hours.
- **Situation:** Results for June 2011: 82 percent of abnormal lab tests were reported to the IPN within 24 hrs. This is the third month in a row that the rate has increased.
- **Background:** In March 2011, a process was implemented to clearly designate who is responsible for notifying the IPN of abnormal lab results.
- **Analysis/Assessment:** In June 2011, causes of failure to notify the IPN within 24 hours included:
 - No one was clearly designated.
 - The designated person was unaware they had been designated.
 - The designated person did not receive the information regarding the abnormal lab result.
- **Conclusion:** When a person knows he or she is responsible for notifying the IPN and receives the information regarding the abnormal lab result, the rate of timely notification improves.
- **Recommendations/Requests:**
 - IP Team members should be allotted two hours of paid time in the first two weeks of July to review and revise the processes for:
 - Designating who is responsible for notifying the IPN of abnormal lab tests.
 - How the designated party is made aware of their designation.
 - How the designated party obtains the information regarding the abnormal lab tests.
 - IP Team members should be allotted two hours of paid time in the last two weeks of July to:
 - Develop and roll out the implementation plan.