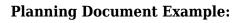
Project Plan Template
Adapted from: National Organ Donation Collaborative, National Institute for Clinical Studies (NICS)

PROJECT BACKGRO		
This page to be completed if	by the Project management team of	on behalf of the teams
Project Title: Provide a succinct title for the project		
Project Aim: Overall aim of the project	Key message — to improve clinical han	docer practices by implementing a standardised process for handoser.
Project Background: Brief earline of the project, consider including the problem or practice gap		
Project Benefits: Outline the benefits of standardised clinical handover to the organisation in terms of time, many, resources	This Project will result in the following -	g ondcomes:
Project Objectives: NOTE: me SMART objections Specific Measurable Achievable Relevant Timely	The overwhing project objectives and	
Insert organisation nam	ECT IN YOUR HEALTH SI e here se project planning document is	
Organisational Context Why is the project important for your organization or health service? The objective may mirror the overall aim of the project from page 1- the intention is to localise the objective to be relevant for participants and trained team.		
This project will include:		This project will not include:
e.g. which needs, clinical units or departments ill be included in implementation or will it be an all of organisation approach? Think		What is out of scope — consider activities that may be peripheral to the project, possibly nice to do but not core to the project aims

Planning Document Example

Susan D. Kladiva



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