

Worksheet A: Identifying Areas for Improvement

- 1. Select one question (from the Facility Assessment Checklist, if applicable) to examine further.**

Example: Does our facility routinely ask all residents upon admission/readmission if they have pain?

Question: _____

- 2. Randomly select five (or more) medical records (or other data source, depending on the question) to review. Determine a question that will be asked:**

Example: Was this resident asked about their pain upon admission/readmission?

Example: How long many call lights were answered within X minutes?

Question: _____

- 3. Collect data:**

- Data can help you separate what you think is happening from what is really happening.
- Data will establish a baseline so you can measure improvement.
- Data will help you avoid putting solutions in place that will not solve the problem.

Record findings here:

Case #	Yes	No
1		
2		
3		
4		
5		

- 4. If data is not readily available from medical records, what sources did you use to collect your data, and what steps did you take to collect this data?**

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