WRITING YOUR PROJECT AIM

Your aim statement should be expressed smartly but it can be tricky to do if you don't have any experience. The exercise below will help you to refine your thinking into a good aim statement.

Part 1: (Five minutes)
List five potential ideas for your group improvement project and record one in each of the boxes below.

Idea 1	Idea 2	Idea 3	Idea 4	Idea 5

Part 2: (Five minutes)
Discuss and agree in your groups which one of the ideas above you will make into an aim and draw a star next to it.
Agree to go with Idea 1 above

NHS England and NHS Improvement

Part 3: (Five minutes)

Refine your chosen idea by asking yourselves the questions in the left hand column below and circle one of the options in each of the cells in the right hand column.

What will you do?	Maintain / Improve/ Increase /Decrease /Reduce
What is the type of benefit you are looking for?	Quality / Number / Percentage
Which process are you trying to change?	Admissions/discharges/Infections/completions/transfers/Attendence
Where is the location of this change?	England/Yorkshire/Sheffield/Hospital/Ward/Team meeting
Which group will this improvement be aimed at? (Who is it for)?	Pregnant women/Over 65s/Under 5s/Nurses/Support staff/Team members
Where are you starting from? (Baseline data)	None/2 percent / Poor/other
Where would you like to get to?	100/80 percent/Excellent/5 percent
When would you like to achieve this? What is your timeframe?	30 days/14 days/seven days/Six months

Part 4: (Two minutes)
Using the words you have circled in part three, write your final aim statement in the box below. An example: ***We will reduce the number of delayed discharges on ward 22 for overs 65s from 30 incidents to 5 or less in 30 days.***

Our aim statement:

Part 5: (Three minutes)
Copy your aim statement onto a post it and post it on the aim statement flip chart on the wall.