|  |  |
| --- | --- |
| **Title of Project**  |  |
| **Team name** |  |
| **Service / Hospital / Network** |  |
| **Team members** |
| **Project lead / main contact**  | *Name, title, email* |
| **Project sponsor**  | *Name, title, email* |
| **Team members** | *Name, title, email* |

***Award Category:***  (please select the category you are applying for)

|  |
| --- |
|[ ]  Transforming the Patient Experience |
|[ ]  Patient Safety First |
|[ ]  Delivering Value Based Integrated Care |
|[ ]  Supporting our People and Culture |
|[ ]  Keeping People Healthy |
|[ ]  Health Research and Innovation  |
|[ ]  Excellence in the Provision of Mental Health Services |
|[ ]  Planetary Health  |

Note: Project teams may apply for multiple categories, however a separate entry addressing the different criteria is required for each category.

**Has this project previously been submitted for entry in to the NSLHD Quality and Improvement Awards?**

|  |  |
| --- | --- |
| [ ]  No | [ ]  Yes Year entered: \_\_\_\_\_\_\_ and category: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Note: Projects submitted for entry in previous years may apply for this year’s awards but need to be able to demonstrate improved outcomes through data and metrics.

***Local support:***

*Applicants are encouraged to seek advice and support from quality managers and quality advisors within your local hospital site or health service to review entries and guide data presentation. For a list of contacts see the* [*NSLHD Quality and Improvement Awards intranet page*](http://intranet.nslhd.health.nsw.gov.au/ClinicalNet/cgu/QI/QualityAwards/Pages/NSLHD-Quality-Awards.aspx)*.*

*All members of the team must support the entry of the project for an award including the project sponsor such as divisional managers or network directors.*

***Endorsement:***

*The following endorsement indicates support for the entry to progress for judging.*

*Please be guided by your local Quality Manager for advice on the sign off required.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | Name  | Signature ***◊*** | Date |
| Line Manager  |  |  |  |
| Quality Manager (if applicable) |  |  |  |
| **General Manager Service Director \*** |  |  |  |

***\* Entries must be endorsed by the General Manager, Service Director, Network or Executive Director.***

*◊ Endorsement via email will also be accepted.*

|  |  |
| --- | --- |
| **Title of Project:**  |  |
| 1. **Abstract (max. 120 words).**

*Provide a clear succinct outline of the project initiative. Include the problem or challenge that your project addresses, the project aim, method, what change/s (actions) you introduced and the outcome achieved. Include whether there was an economic or environmental impact as a result of your project.* |
| 1. **Relevance to Award criteria (max. 200 words).**

*Outline how your project meets the criteria of the category you are applying for.**See the* **Submission guide – 2022 NSLHD Quality and Improvement Awards** *for the list of criteria for each category. Please ensure you demonstrate how your project meets all three points.*  |
| 1. **Innovation and originality (max 250 words)**

*Describe how the project used a new and /or creative approach to an existing issue. If the project/program is using a known innovation, explain the extent to which it has been implemented differently/innovatively.* |
| 1. **Improved outcomes (max 250 words).**

*Explain how your project has led to improved outcomes for patients, staff, community or organisation.* *i.e. improved productivity or service efficiency; or improved the carbon footprint by improving environmental impact, reducing waste, or increasing cost savings.* *Provide any available data supporting these improved outcomes. This might include evaluation measures, cost or efficiency savings to the patient, hospital, or organisation, patient feedback, quality measures.* *Please add any tables/graphs/diagrams as an attachment.* |
| 1. **Sustainable and scalable (max. 250 words)**

*Describe the reasons your project was successful, what you have in place to sustain the outcomes when your team is no longer meeting regularly. Provide evidence describing how changes have been embedded into practice. Include whether your project has been spread to another area or whether it has the potential to be spread to other services/settings.* |
| 1. **Partnerships and collaboration (max. 150 words)**

*Demonstrate how the project has effectively engaged key stakeholders i.e. consumers/other departments. Describe how the project promotes partnerships and teamwork by demonstrating the CORE values (Collaboration, Openness, Respect and Empowerment).* |
| 1. **References** (where applicable)

*Harvard Referencing Style* |
|  |
| 1. **Attachment included?** [ ]  Yes [ ]  No

*A maximum of one A4 page attachment with relevant graphs, tables, diagrams will be accepted.*  |

Entries must be submitted by **5pm** on **29 April 2022**

Please email endorsed completed entry forms (**pdf** and **word copy**) to

NSLHD-Awards@health.nsw.gov.au