

Residential Care Initiative (RCI) FACILITY QI INTENSIVE READINESS CHECKLIST

Completion of this checklist, in discussion with the RCI program team, will identify organizational strengths that will support successful implementation of the RCI in your facility. It will also help to identify barriers to implementation, so collaborative solutions can be sought prior to implementation. Are you ready?

Name of Assessor(s)		Completion Date
Change Champions <i>Who will lead and monitor the implementation of the RCI?</i>		
Adoption of the RCI is supported at this facility by:	<input type="checkbox"/> Medical Coordinator <input type="checkbox"/> Administrative Leaders <input type="checkbox"/> Physicians <input type="checkbox"/> Clinical Leaders <input type="checkbox"/> Families and others	
Name/Position of Implementation Lead(s)		
As change champions, the implementation leads:	<input type="checkbox"/> believe current practice patterns can be improved <input type="checkbox"/> are willing to try new protocols <input type="checkbox"/> will work cooperatively to make appropriate changes <input type="checkbox"/> accept responsibility for the success of the implementation <input type="checkbox"/> will collaboratively generate an implementation schedule and track progress	
Name of key facility contact for the RCI implementation		
Timeline <i>What is the proposed timeline for implementing the RCI at your site?</i>		
RCI physicians will be supported to <input type="checkbox"/> attend care conferences beginning _____ <input type="checkbox"/> participate in meaningful medication review _____ <input type="checkbox"/> participate in advance care planning _____ <input type="checkbox"/> participate in 24/7 care including after hours call _____ <input type="checkbox"/> provide proactive visits _____	<input type="checkbox"/> Regular meetings will be held every _____ at the facility involving key clinical and administrative staff and physicians beginning _____	
Internal Resources <i>What facility resources will support successful implementation and sustain the RCI?</i>		
Financial	<input type="checkbox"/> Budget or financial resources have been identified to support implementation and monitoring of the RCI activities including: meetings, orientation, ongoing quality improvement and evaluation	

Staff	<input type="checkbox"/> Staff resources have been identified to support implementation and monitoring of RCI activities including meetings, training, ongoing quality improvement, and evaluation <input type="checkbox"/> Staff orientation sessions will be scheduled for all key members of the implementation team <input type="checkbox"/> A key clinical contact for staff/physician questions has been identified
Name of key clinical contact for the RCI implementation	
Space	<input type="checkbox"/> A secure, dedicated workspace is available for RCI physicians that includes computer access (optional) <input type="checkbox"/> Parking spaces for regular and on call RCI physicians are available at no cost
Equipment & Materials	<input type="checkbox"/> The patient records system(s) used at your facility Include (Citrix, Power chart, EMR)
Quality Improvement	<input type="checkbox"/> A QI protocol has been developed to monitor the implementation process and RCI outcomes including: periodic outcome measurement, staff satisfaction survey, patient/family satisfaction survey, review by leadership
Name of key evaluation contact for the RCI implementation	
External Resources <i>What external resources are required to successfully implement the RCI at your facility? From the RCI program team, Island Health, other?</i>	
Barriers <i>What barriers to implementation have been identified? What possible solutions?</i>	
Barriers (ie. attendance at care conference)	Proposed Solutions

Physician Engagement *How will you engage and support physicians to participate in RCI at your facility?*

- Who is the RCI physician lead at your facility?
- Who will liaise with all MRPs currently practicing at your facility to encourage them to consider participating in the implementation of RCI?
- How many physicians at your facility have opted into the RCI?
- Who will facilitate new physician start up support: tour, questions, ongoing mentoring?

Patients *Does your facility have patients who require an RCI physician?*

- Our facility currently has _____ patients who require an new MRP
- We will assign all new patients requiring an MRP to RCI physicians with the goal of building to and maintaining a patient load agreeable to the physician
- We are willing to undertake family education to help spread the RCI within the facility and community
- We will liaise with MRPs at our facility with low patient concentrations to discuss transfer of their patients to RCI physicians