

CERTIFICATE IN SUBSTANCE MISUSE

(and Associated Health Problems)

PRACTICE IMPACT PROJECT REPORT GUIDELINES

Template

Title Page

Summary or Abstract (Maximum 200 words)

Table of contents

Context (Relevant details of your practice setting, staff and relevant patient group)

Outline of Problem (Precise question you wish to address, what were you trying to accomplish?)

Key Measures for Improvement (What specific measures for improvement have you identified and why?)

Process of Gathering Information (Methods used to assess the problem, how did you select your standard(s), how did you gather the information (survey, Questionnaire, chart review etc?)

Analysis and Interpretation (How did this information help your understanding of the problem?)

Strategy for Change (What actual changes were made? How were they implemented? Who else was involved in bringing about the change?)

Effects of Change (Did this lead to improvement for patients? How did you measure this?)

Next Steps (How will you take this forward?)

Reflection on learning (What have you learnt/achieved from doing this project)

References (Use one consistent style)

Appendices (copies of tools used e.g. questionnaire)

Max: 3,000 words

Submit to: substance misuse@icgp.ie

Please put "Project Report" and your name in the subject line of the email.

Doing a PIP aims to enhance the learning you have gained on the course while simultaneously improving practice.

TIPS FOR SUCCESSFUL PROJECT

- Be modest in your aims and realistic about what you can achieve
- Aim for a small but significant change in practice
- Consider your desired improvement and what you would like to achieve
- Limit the numbers of cases/patients you audit
- Involve others in the practice where possible
- Plan your project with enough time for each phase
- Start your write-up in good time and don't underestimate the time required to write up the report

MEASURING

Showing that intervention has brought about improvement requires measurement

Clinical audit/quality improvement approach

1. Select an appropriate standard(s) to start
2. Measure against the standard at the outset
3. Carry out action/intervention
4. Subsequent measurement

