

Goal Setting Worksheet



Directions: Goal setting is important for any measurement related to performance improvement. This worksheet is intended to help QAPI teams establish appropriate goals for individual measures and also for performance improvement projects. Goals should be clearly stated and describe what the organization or team intends to accomplish. Use this worksheet to establish a goal by following the SMART formula outlined below. Note that setting a goal does not involve describing what steps will be taken to achieve the goal.

Describe the business problem to be solved:

The Quality Measure for Falls with Injury in the long stay population is above both State and National percentages. This costly to our residents in terms of quality of life and to our center in terms of care costs and hospitalization rate. Additionally, 5-Star rating cannot be achieved without improving the Quality Measures.

Use the SMART formula to develop a goal:

SPECIFIC

Describe the goal in terms of 3 'W' questions:

What do we want to accomplish? Decrease falls and reduce injury from falls in our long stay resident population.

Who will be involved/affected? QAPI Chairperson, Medical Director, Licensed Nurse, housekeeping, C.N.A., Pharmacist, MDS nurse, therapy, and Social Services.

Where will it take place? Long stay residents.

MEASURABLE

Describe how you will know if the goal is reached:

What is the measure you will use? CMS Quality Measures percentages and our internal data tracking.

What is the current data figure (i.e., count, percent, rate) for that measure? 2015 National 22% in the Jan through Dec 2015 report

What do you want to increase/decrease that number to? Less than or equal to 15%

ATTAINABLE

Defend the rationale for setting the goal measure above:

Did you base the measure or figure you want to attain on a particular best practice/average score/benchmark? Yes, at least equal to or less than the National % on the Quality Measures.

Is the goal measure set too low that it is not challenging enough? No.

Does the goal measure require a stretch without being too unreasonable? Yes.

RELEVANT

Briefly describe how the goal will address the business problem stated above.
Once the goal is met, it will improve quality of care for our long stay resident population.

TIME-BOUND

Define the timeline for achieving the goal:

What is the target date for achieving this goal? 6 months.

Write a goal statement, based on the SMART elements above. The goal should be descriptive, yet concise enough that it can be easily communicated and remembered.

[*Example:* Increase the number of long-term residents with a vaccination against both influenza and pneumococcal disease documented in their medical record from 61 percent to 90 percent by December 31, 2016.]

Tip: It's a good idea to post the written goal somewhere visible and regularly communicate the goal during meetings in order to stay focused and remind caregivers that everyone is working toward the same aim.

Goal Statement: Improve quality of care by reducing the overall fall rate for our long stay residents from the current rate of 22% to 15% as measured by a quarterly average for two consecutive quarters by 12/31/16.