London School of General Practice
on behalf of

NHS

**Health Education North Central and East London
Health Education North West London
Health Education South London**

GPST LEADERSHIP QUALITY IMPROVEMENT PROJECT: FEEDBACK SHEET

Project Title:	
Name of trainee:	**Marker:**
Criteria	**Comments**
1. THE PROJECT: Clearly describes the area to improve, the proposed intervention and the data that will be collected to demonstrate improvement.	
2. THE BACKGROUND: Describes how the need for improvement and the proposed intervention was identified. Links to current goals of the organization. If available, gives data showing a gap between current and best practice and references research on what interventions others have tried and what worked or not.	
3. PROCESS MAPPING: Clearly describes the pertinent steps needed to be taken with appropriate action plans including when and how the proposed intervention and data collection will be carried out. Documents deadlines. Shows awareness of potential challenges and ways of successful working.	
4. STAKEHOLDER ANALYSIS: Identifies people or groups currently involved in the area to improve. Describes their needs and preferences and how they may be affected by the improvement. Demonstrates awareness of stakeholders to the wider context of the health system and multidisciplinary working if relevant.	
5. THE INTERVENTION: Collects, analyses and interprets data appropriately. Describes how this compares to baseline data if available and how it demonstrates impact of the intervention. Uses measurement to identify the next intervention in order to improve the project design. Reflects on learning from any mistakes.	
6. CONCLUSIONS: Clearly describes the outcomes of interventions. Considers local versus wider impact, small versus large scale interventions and financial implications. Describes plans for sustainability through potential further work and sharing the learning by presentations and / or publications.	
7. REFLECTIONS: Critically comments on self-reflection from a self assessment tool and areas of leadership to develop further. Considers situations during the project where management of people and their work was relevant. Reflects on knowledge, skills and attitudes developed in leading the project. Acknowledges the impact this has on themselves and stakeholders and the interdependence of stakeholders and processes.	
8. OVERALL / SUMMARY COMMENTS:	