



Sustainable Practice report template

This project report template should be used to report a project which showcases sustainable practice in healthcare. Projects which follow the SusQI process and use SusQI or QI methodology should be reported using our SusQI Project Report template (see our Resources page on SusQI.org)

Project Title:	Date of Report:
Team Members:	

Background - Reasons for choosing this project. Why did you focus on sustainability? What motivated you to think about doing a sustainable practice project?

Aims - What were you aiming to achieve?

Methods - Details of implementing change. Describe what you did in sufficient detail that others may reproduce it. This might include who was involved, whom you engaged to achieve your change (and whom you identified would be important to involve), what resources were required..

Measurements- How did you measure project progress or outcomes? What data did you collect which shows how your project improves sustainability?

Results - Here it is important to comment on all aspects of sustainable value-clinical, environmental, social and economic. Try to be as specific as possible about how these outcomes were measured or captured.

Clinical outcomes – has the project improved health outcomes for patients under the care of the service and/or the wider population?

Environmental sustainability – how much carbon or other environmental resources have been potentially saved?

Social sustainability – can you demonstrate a benefit to staff, patients, or the wider community?

Economic sustainability – will there be any investment costs? Have any potential financial savings been identified?

Barriers encountered- How did you deal with these? What was the outcome?
Comment on any limitations of this work

Conclusions - Comment on how embedding sustainability had an impact on your work. Did it add value, and what benefits can you identify?

Comment on the usefulness of this work, what were the key elements that contributed to success or learning?

What steps have been taken to ensure lasting change; how it could be spread to other contexts and suggest next steps to do so.