**Narrative Reporting Template**

**HIV Continuum of Care Collaborative**

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| --- |
| Guidance: This document should grow every month. Fill this in as you go to chronicle your improvement journey. **Pro tip:** You don’t have to complete every cell every month. Only include the things related to your reporting month. **Pro tip:** To get more spaces in the tables, put your cursor in the very last cell of the table (bottom, far right) and press the “tab” button.  |

**Team Name/Key Contact:**

|  |
| --- |
| <insert your team name/key contact here>  |

**Aim Statement:**

**Select Aim Foci (select all that apply):**

[ ]  Aim Focus 1: Testing, Diagnosis, and Linkage

[ ]  Aim Focus 2: Engagement in Care and Support

[ ]  Aim Focus 3: Treatment, Adherence, and Suppression

|  |
| --- |
| <insert your aim statement here>  |

**Population of Focus (POF):**

|  |
| --- |
| Describe your POF  |

**Changes and Improvement Activities:**

**How have you engaged and used patient voice for improvement?**

|  |  |
| --- | --- |
| **Month/Year** |  **Describe your strategies**  |
| FEB/2014 |  |
|  |  |
|  | \*Click tab for another row |

**Describe the change(s) you’re making this month**

|  |  |  |  |
| --- | --- | --- | --- |
| **Month/Year** | **Change**  | **What steps did you take? What did you learn?** | **Aim Foci** |
| FEB/2014 |  |  |  |
|  |  |  |  |
|  |  | \*Click tab for another row |  |

**Describe your best practice(s) or innovative change(s) this month as a result of your participation in the Collaborative?**

|  |  |
| --- | --- |
| **Month/Year** | **New Best Practice/Innovative Change** |
| FEB/2014 |  |
|  |  |
|  | \*Click tab for another row |

**What do you plan to do next month?**

|  |  |
| --- | --- |
| **Month/Year** | **Next Steps**  |
| FEB/2014 |  |
|  |  |
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**Is there anything else you would like to share this month? (e.g., calls for peer assistance, challenges you have overcome, events you would like to share, etc.).**

|  |  |
| --- | --- |
| **Month/Year** |  |
| FEB/2014 |  |
|  |  |
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