

3 UNIT EXEMPLAR WRITING TEMPLATE

Unit:	
Exemplar Title:	
Name & Role:	
Date:	



**Clearly
identify/describe the
following
components:**

1. *What is the problem/improvement opportunity?*

Explain: _____

2. *What is the context of the problem/opportunity (Nat'l, hospital-wide, pt population-specific, etc.)?*

Explain: _____

3. *How was problem/opportunity identified?*

Explain: _____

4. *Who identified problem/opportunity?*

Explain: _____



**Clearly
identify/describe the
following
components:**

1. Who was involved? (*individuals, committees, Interprofessional colleagues, leadership*)

Explain: _____

2. How was the problem/opportunity brought to Leadership?

Explain: _____

3. How was the problem/opportunity shared with the unit as a priority?

Explain: _____

4. Description of improvement development process? (*i.e. lit review, audits/assessments, utilization of resources/programs/guidelines, advocacy for resources, approval processes, etc.*)

Explain: _____

5. Description of improvement implementation process (*i.e. development of educational classes/training, creation of educational materials, information dissemination process ((email, Huddle, Staff Meetings)), rollout timelines, etc.)?*)

Explain: _____

