Introduction of Roadmap 2021 and Project Management Plan

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MILESTONES

Pre-work/Background

Read two required readings (NOTE: Additional suggested readings on website)

Complete five toolkits (NOTE: ALL Toolkits are due 09/10/19).

Measurement

Identify data, its sources and collection plan, analyze baseline data

Define improvement goal and measures of success

Methods

List of potential solutions (short-term and long term fixes); prioritize solutions; action planning

Evaluate and choose implementation methodology (e.g. Kern's for curriculum/program development, PDSA for process improvement project)

IRB submission

Prepare storyboard for March AIAMC Annual Meeting and NI VII MeetingTwo

Assess and plan for potential resource needs



	TIMELINE	MILESTONES	Teams
£1 q		Pre-work/Background	
Aug 19 thru Sep 19		Read two required readings (NOTE: Additional suggested readings on website)	
Aug 19		Complete five toolkits (NOTE: ALL Toolkits are due 09/10/19)	
Oct 2019	Meeting One Understanding Teaming Micro Environment Approach Chicago, IL	Measurement	
		ldentify data, its sources and collection plan, analyze baseline data	
8		Define improvement goal and measures of success	
Mar 20		Methods	
9 thru		List of potential solutions (short-term and long term fixes); prioritize solutions; action planning	
Nov 2019 thru Mar 20 20		Evaluate and choose implementation methodology (e.g. Kern's for curriculum/program development, PDSA for process improvement project)	
		IRB submission	
Mar 2020	Meeting Two Implementing Teaming Meso Environment Approach Austin, TX	Prepare storyboard for March AIAMC Annual Meeting and NI VII MeetingTwo	(NE) Nationa
9		Assess and plan for potential resource needs	(Ni) Nationa Initiative

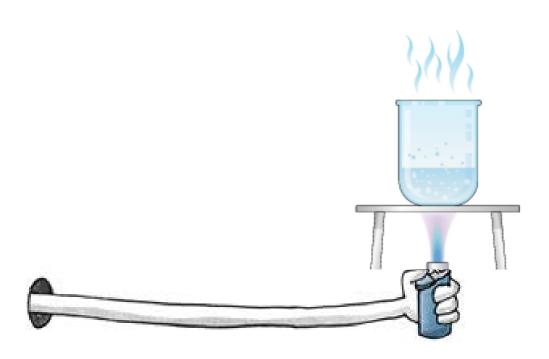
	TIMELINE	MILESTONES	TEAMS												
p 19		Pre-work/Background													
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		ldentify data, its sources and collection plan, analyze baseline data	٠	•	A	A	٠	•	٠	A	•				
8		Define improvement goal and measures of success	A	•	A	٠	٠	•	٠	A	•				
Mar 20		Methods													
9 thru		List of potential solutions (short-term and long term fixes); prioritize solutions; action planning	٠	٠	٠	٠	٠	٠	٠	٠	٠				
Nov 2019 thru Mar 2020		Evaluate and choose implementation methodology (e.g. Kern's for curriculum/program development, PDSA for process improvement project)	٠	•	•	٠	٠	•	٠	•	•				
		IRB submission	٠	•	•	٠	٠	•	٠	•	٠				
Mar 2020	Meeting Two Implementing Teaming Meso Environment Approach Austin, TX	Prepare storyboard for March AIAMC Annual Meeting and NI VII MeetingTwo	٠	•	•	•	•								
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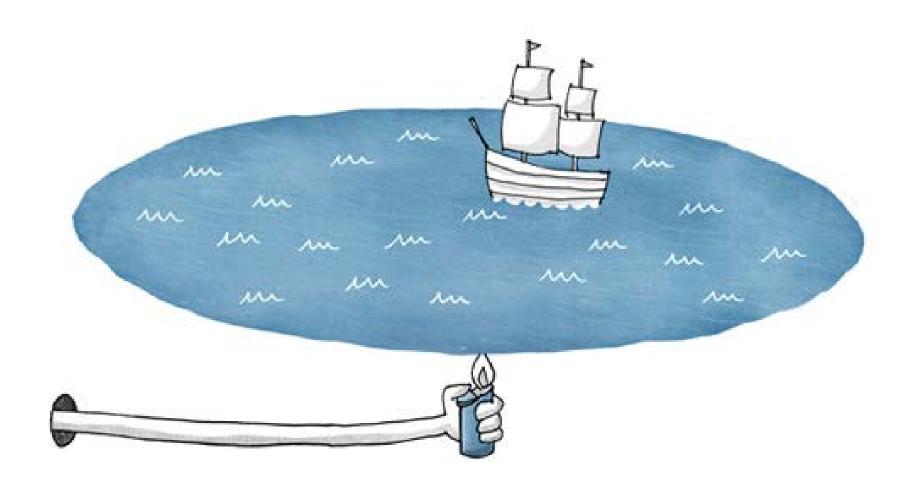
		Project Team Goal	Project Milestones	Tram 1	Tram 2	Tram 3	Tram 4	Tra m 5	Trans	Tram?	Tran I	Tran 3	Tra n 18	Trum 11	Tr.= 12	True 13	Tru m 14	Tra m 15	Tra n 16	Tra m 17	Tra n 18	Tra n 13	Tram 20	Tra= 21	Tra= 22	Tram 25	Tra= 24	Tra= 25	Tr.= 26	Tr.= 27	Tram 28	Tram 25	Trans
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AIAMC: One cup at a time!

Project Management Plan

- This document was designed to plan and manage your project
- Teams will review and revise their Project Management Plans at on-site meetings two (March 2020) and three (October 2020)
- Prior to our fourth and final meeting (March 2021), teams will submit their final Project Management Plans, and these will become the Final Proceedings of National Initiative VII



Project Management Plan

eam:		Project Tile:
I.	Vision Statement (markers of success by March 2021; Refer to Toolkit #6)	
II.	Team Objectives ('needs statement,' project requirements, project assumptions, stakeholders, etc.)	
III.	Team Members & Accountability (list of team members from Toolkit #7 and who is accountable for what)	



Institutional Team Working Time

Project Management Plan

- The Following Meeting Rooms Are Available:
 - > 4th Floor:
 - Picasso A Ballroom
 - Picasso B Ballroom
 - > 3rd Floor:
 - Gauguin Meeting Room
 - Monet Meeting Room
 - Renoir Meeting Room
- Smaller groups may gather in sitting areas throughout the hotel
- Team Leaders here without team members are encouraged to meet with other solo team leaders in Renoir Meeting Room

