# **FACILITY ENGAGEMENT PROJECT PROPOSAL**

## **Project (Title):**

[describe the project – what is it?]

**Submitting Department(s):**

**PMSA Member Lead:**

**Other participating physicians and/or medical staff:**

**Application lead (if different that project lead):**

## **Why is this project important?**

[what is the background to the project – i.e., how did it evolve to become a project idea? why is it important? What will happen if it is not funded?]

## **What are the anticipated outcomes of the project?**

[How will you know that the project has been successful? What will look and feel different (concrete items)? What is the project designed to create or deliver? Who will benefit from the anticipated outcomes?]

## **What are the project’s potential risks & risk mitigation factors?**

[what are the risks associated with funding this project and how will these risks be reduced or avoided? Identify any assumptions or constraints, i.e., any factors that are considered to be true and will be assumed to be true during the duration of this project, or anything that will restrict the ability to successfully achieve the project objectives]

## **Facility Impact**

[What kind of an impact will your project have on Interior Health staff and PRH facility? For example, implications on: nursing, technicians, management, and overall facility (need or increased demand on space)? Have you had/would like to have discussions with PRH Site Administrator?]

## **PMSA Member/IH Leadership**

[Who will lead this project and what kind of support is required to keep it going? Project management, contractors etc. Who (if applicable) is the IH staff counterpart who can help to lead or support the work from the IH perspective?]

## **Project Costs, Funding Sources, and Overall Budget**

[what is the ask from Facility Engagement? What is the total budget and are there other sources that will fund this? What contributes to the budget? Staff time, sessionals, HR, admin, technology, etc]

## **Proposed Timeline**

[when do you want to start planning for this project and when do you want to see it start and finish? are there any deadlines to consider?]

## **Facility Engagement Goal Alignment**

[of the three goals, which one(s) does your project align to and why?]

**Goal 1.** DELIVER GREATER MEMBER SUPPORT WITH EMPHASIS ON MEMBER WELLBEING

**Goal 2.** STRENGTHEN OUR MEMBER COMMUNITY, CONNECTION AND REPRESENTATION WITHIN THE SYSTEM

**Goal 3.** INCREASE OUR LEVEL OF ENGAGEMENT AND COLLABORATION WITH ALLIED PARTNERS

**Goal 4.** ENGAGE ALL DEPARTMENTS IN “COLLABORATIVE TABLES” TO WORK ON IMPROVED PATIENT CARE AND MEMBER HEALTH

**Goal 5.** CLARIFY AND MODERNIZE OUR ROLES, STRUCTURES AND PROCESSES FOR GREATER AWARENESS, RELEVANCE AND ACCESSIBILITY

## **Project Evaluation Plan:**

[Indicate how you will assess whether the activity’s objective are being met. Consider how and when data (i.e., indicators) will be collected and analysed. Please advise if you need assistance developing an evaluation plan.]