

**EXAMPLE**  
**Timeline Draft for a QI Project**  
**(Planning Tool for QI Project Leaders)**

Key activities in a one-cycle QI project are listed sequentially below. To develop a likely timeline for the project, fill in the date or time period in which each activity will occur. If questions, contact either

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**Title of QI project:** *Pregnancy Risk Assessment for Women with Congenital Heart Disease*

STAGE	ACTIVITY	DATE OR TIME PERIOD
<i>PLAN</i>	Define problem	<i>Summer 2011</i>
	Baseline data measurement period	<i>9/1/11 - 12/31/11</i>
	Baseline data collection and report preparation	<i>January 2012</i>
	Review baseline results, identify underlying causes, and likely interventions	<i>February/March 2012</i>
<i>DO</i>	Implement interventions	<i>March 2012</i>
<i>CHECK</i>	Post-intervention data measurement period	<i>4/1/12 - 6/30/12</i>
	Post-intervention data collection and report preparation	<i>Early to Mid-July 2012</i>
<i>ADJUST – REPLAN</i>	Review post-intervention results, identify underlying causes, and likely adjustments (second interventions)	<i>Mid-July 2012</i>