



AQIP Mini Project Reporting Sheet

Name _____

Date _____

Department/Division _____

Statement of the Problem (What do you want or need to improve?)

Desired measurable outcomes? (What are your goals?)

Methodology (How or what are you going to do to improve?)

Measurement and review (How will you assess your outcomes and how will you review them for continuous quality improvement?)

Did this solve the problem or improve the situation? Would you do anything differently?