

LfE Start-up Guide available at www.learningfromexcellence.com

Step 1: define

- ✓ What would you like to improve?
- ✓ Why is this important to you/ team/ Trust?
- ✓ What changes would you like to see?



Step 2: collaborate

- ✓ Who can enthusiastically help?
- ✓ Who needs to know/ be informed? (managers, Board, R&D)
- ✓ Could you apply for some funding?



Step 3: design

- ✓ What is your overall aim?
- ✓ How will you measure change?
- ✓ Are there balancing measures to be considered?
- ✓ What data is needed & how much?



Step 4: enable

- ✓ Is the team confident with the local LfE system?
- ✓ Have you practiced mini-Appreciative Inquiry interviews?
- ✓ Could you access QI methods training/ support?



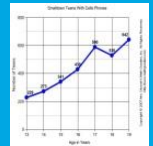
Step 5: improve

- ✓ Actively seek excellence in your chosen metrics
- ✓ Generate excellence reports and ensure that they reach intended recipients
- ✓ Have mini-AI conversations with recipients



Step 6: measure

- ✓ Your project should generate both qualitative & quantitative data
- ✓ Review run charts regularly
- ✓ Take care to anonymise data



Step 7: sustain

- ✓ Keep up the intervention & use AI insights to inform on-going improvement cycles
- ✓ Keep your project “in the conversation”



Step 8: share

- ✓ Share widely what you have achieved: frontline staff, managers, Trust board and further afield via social media, conferences, posters & publications

