LEAP At-A-Glance

Week	1	2	3	4	5/6	7/8	9/10
Title	Getting Oriented	Building and Engaging Your Team	Data-driven Review of the Current State	Team Building and Brainstorming*	Introduction to the Model for Improvement*	Exploring Root Causes and Setting an Aim*	Beginning Your Project Charter*
Mode	Coaching Call	Coaching call	Coaching call	Coaching call	Coaching call (wk 5)	Virtual collaborative (wk 7)	Coaching call (wk 9)

Week	11/12	13/14	15	16	17	18	19
Title	Developing a Process Map and Selecting Change Ideas*	Crafting a Data Plan and Completing the First Draft of Your Project Charter*	Sharing Your Initial Project Charter and All About Run Charts*	Checking In	Revisiting Your Project Charter and Data Plan	Live Run Chart Tutorial	Run Chart Status Update*
Mode	Coaching call (wk 11)	Coaching call (wk 13)	Virtual collaborative	Virtual collaborative	Optional coaching call	Virtual collaborative	Virtual collaborative

Week	20/21	22	23	24	25	26	LEAPOn
Title	Reflecting and Refining	Readying for PDSA #2	Thinking about Reliability	Project Presentations*	Project Presentations*	Reflecting on and Evaluating Your VA LEAP Experience	Continue with LEAPOn!
Mode	Coaching call (wk 20 or 21)	Virtual collaborative	Optional coaching call	Virtual collaborative	Virtual collaborative	Virtual collaborative	(Monthly) Virtual collaborative

* Improvement project assignments

- Team Member Roles Table due Week 4
- Affinity Diagram due Week 5
- Matrix Diagram due Week 5
- Fishbone Diagram due Week 8
- First 4 boxes of Project Charter due Week 9
- Process Map due Week 11

- Causal Pathway worksheet due Week 12
- Data Collection Plan Worksheet due Week 13
- Completed Project Charter due Week 14
- Completed Project Charter Rubric due Week 15
- First draft of Run Chart due Week 19
- Project presentation due Week 23