



## Q EXCHANGE PROJECT:

Community Hospitals: Embedding Covid-19 positive impact changes through shared learning

### September 2021: Q Report against milestones

Our Q Exchange project continues to progress positively. We have been providing monthly updates on the Q Exchange Community Hospitals project page. This month we are providing a short update on the progress made against the original project timeline and how the outline plan for Q resources.

QI methodology has informed our project. we have applied this to our project, ensuring all risks and lessons learnt are logged at each monthly Project Team meeting.

You will see that some actions have been added, postponed or changed as we have implemented the project, as a result of PDSA cycles and lessons learnt reflection. We have been delighted at the engagement in the project we have had from community hospitals across the UK.

### Project Plan Timeline

Date	Planned action	Update
30 Sept 2020	Case study identification commences	This started ready for the bid submission
30 Sept 2020	Co-design survey with providers and test feasibility of study	Completed
31 Jan 2021	Learning from case studies identified	Completed as per timescale
14 March 2021	Project Researcher role description completed	Completed as per timescale
31 March 2021	Advertise for Project Researcher if bid funding successful	Completed as per timescale
31 March 2021	Protocols for survey and interviews designed	Interview protocol completed. Decision was made not to complete the survey protocol until we had gained learning from the interviews. A decision was then made at the Project Group 1.9.21 that due to positive engagement and

## Awards announced

Embedding positive changes  
emerging through new collaborations  
or partnerships during COVID-19

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Date	Planned action	Update
		richness of interview data a survey is not required.
30 <sup>th</sup> April 2021	Q Community Hospital Special Interest Group established	Live from 10 March 2021. We have 21 members and we continue to encourage people to join via CHA newsletter, website and social media posts. We have very positive engagement through social media and people interacting with the CHA. No meetings have taken place but we are planning a participative event in the autumn.
30 <sup>th</sup> April 2021	Advisory Steering and Project Group membership confirmed and meeting dates scheduled	Specific Terms of Reference agreed for the groups and meetings have been taking place monthly for Project Group and three monthly for the Advisory Group.
31 May 2021	Project Researcher engaged	Just Ideas engaged to support with the project.
30 Jun 2021	Design dissemination programme including sharing emerging findings throughout the study	Stakeholder mapping completed. Draft dissemination programme designed, which is constantly being updated.
30 Nov 2021	Surveys and interviews complete	<p>UPDATE- data collection progressing well with very positive engagement from organisations with community hospitals:</p> <ul style="list-style-type: none"> <li>• 12 Interviews have taken place with 10 organisations across UK. This covers 75 community hospitals in those organisations.</li> <li>• 11 further interviews have been agreed and are being planned.</li> <li>• 1 organisation have staff wanting to participate but awaiting organisational approval.</li> </ul>



Date	Planned action	Update
		<ul style="list-style-type: none"> <li>• Contacted a further 18 organisations</li> </ul> <p>Initial themes have been reviewed which determined the interview protocol needed to be strengthened in some areas.</p>
<i>New activity</i> Oct 2021	Commence the sharing of initial themes and case studies	Initial themes shared with August 21 Advisory Group
<i>Date changed</i> 31 December 2021	Data Analysis complete with case studies identified	
<i>Date changed</i> Jan/Feb 2022	Interpret and validate findings with members and steering group and finalise report with other dissemination of findings	
Decision will be made whether a resurvey will take place, to assess sustainability in May 2022.		
May 2022	Themes identified	
30 Jun 2022	Resurvey sample to assess sustainability	
30 Sep 2022	Analysis of data from resurvey	

#### Additional activities

Date	Planned action	Update
Commenced in June 21	Develop and complete QI documented approach for the project	Completed 4.8.21
Commenced in July 21	Develop project evaluation plan and monitor agreed metrics every 2-3 months	Completed with first monitoring report 1.9.21
Commenced in June 21	Develop and complete stakeholder mapping and a plan for dissemination of learning	Stakeholder mapping completed in June, learning dissemination is planned and will be further developed through PDSA cycles



Date	Planned action	Update
Commenced in March 21	Social media communication	Ongoing and gaining significant engagement
Commenced in August 21	Rebranding work New activity	Final draft of rebranding to enable increased engagement completed in September 21

### Outline plan for Q resources

As the project has progressed, the Project Team have determined the importance of sharing the learning, as community hospitals have been very enthusiastic to engage and share their experiences and learning. This is reflected in the updated resource plan to spend resources on activities to enabling sharing across community hospitals.

Plan	Year 1	Year 2
Subcontracting	15k committed 3k planned	Reduced to 1k
Activities to enable dissemination and sharing, including design of materials	5.8k	3.3k
Running costs	0.7k	0.7k
Travel and subsistence	Not required now	0.5k
<b>Total</b>	<b>24.5k</b>	<b>5.5k</b>