**MeQILA State Curriculum Framework and Timeline**

**DEFINE** the problem, improvement activity, opportunity for improvement, the project goals, and customer (internal and external) requirements.

- Develop a problem statement and corresponding SMART goals.
- Develop a process map to define the work that is done during each step.

**MEASURE** current process performance.

- Create a plan to collect data - determine the data needed to assess impact of interventions.
- Ensure the data are reliable.
- Select measures to assess the impact of interventions on the overall SMART goal.
- Collect baseline data.

**ANALYZE** the process to determine root causes of the identified problem and variations in performance.

- Process and data analysis - closely examine the current process to identify areas of waste and value.
- Graphically display data.

**IMPROVE** process performance by addressing and eliminating the root causes.

- Brainstorm potential solutions - elements of the system that may require revision.
- Pilot potential process changes.
- Implement promising solutions.
- Collect and analyze data.
- Continue to measure to confirm demonstrable improvements.

**CONTROL** the improved process and future process performance.

- Ensure the process is properly managed and monitored and demonstrates sustainability.
- Document the improved process.

**Call 1**
- Intro to MeQILA
- Education – Problem Statements
- Pre-Work 1

**Meeting**
- Host in-person meeting:
  - State teams present on their current environment, storyboard, and preliminary interventions.
  - Teams receive in-depth technical assistance.
  - Team refines proposed interventions/measures.
  - Team defines intervention valuation strategy to determine effectiveness of the intervention.

**Post Meeting**
- Resume state team calls.
- Team implements interventions.
- Team collects data and feedback on elements of interventions (i.e. measures).
- Team analyzes data and processes to inform intervention and measure improvement.
- Team reports on measures/indicators selected.
- Participate in ½ day symposium for peer-to-peer sharing.
- Assignment – Periodic reporting on measures to track improvement over time.

**Call 2**
- Education – SMART Goals
- Pre-Work 2
- Pre-Meeting Assignment
  - Team preliminarily identifies interventions and measures.
  - Develop/ submit storyboard for state presentation during meeting.

**Meeting**
- Host in-person meeting:
  - State teams present on their current environment, story board, and preliminary interventions.
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**Post Meeting**
- Continue collection of data and feedback on elements of interventions (i.e. measures).
- Continue analyzing data to inform intervention and measure improvement. Revise interventions based upon evaluation/analysis.
- February 2020 informal close-out of intensive TA phase. After February begin holding calls every quarter for the remainder of 2020.

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