

Project Management Plan for Diabetes Services Implementation

Plan spells “O.R.A.N.G.E.S.”

Can successfully navigate an orange only if you segment it into small, bite size pieces.



O	Outline 6 component business plan: <ol style="list-style-type: none">1. Key Preliminary Activities2. Marketing Plan3. Operations Plan4. Financial Plan5. Clinical/Teaching Plan6. Continuous Quality Improvement (CQI) Plan
R	Recruit project management team.
A	Arrange for regularly scheduled meeting each week...on same day and time. Always prepare an agenda for meeting. Ask members...on rotating basis... to take meeting minutes and distribute within 24 hours.
N	Nail down specific “action steps” for each team member at each meeting.
G	Generate list potential ripple effects...positive and negative...of each action step.
E	Execute time line for completion of each action step.
S	Sustain team meeting even after implementation of diabetes service as part of CQI strategy.