Michigan IQIP Site Visit Process Diagram



Arrange and Prepare for the Site Visit

Scheduling

- Determine point of contact
- Purpose and goals of participation in IOIP
- On-site or virtual needs

- Data from previous
- in the IQIP Database

Initiate Site Visit

contributing to

delivery

process

vaccination service

Explain purpose of

visit and overall



Assess Provider Vaccination Workflow



Review Assessment Reports



Discuss and **Select Strategies**



Develop Strategy Implementation Plan



Wrap Up

- introductions to understand each person's role in
- Date/time/location
- Staff to include
- Confirm if they have a vaccination policy
- Confirmation letter/e-mail

Gather needed info.

- IIS reporting status
- Cohorts to assess
- Assessment reports
- visits
- Verify locations are

- Begin with Assess status of the immunization champion role
 - Assess status of vaccination policy
 - Discuss communication, education, and training practices
 - Review and assess vaccination workflow
 - Think about how provider's vaccination workflow currently aligns with each of the QI strategies while discussing

- Review assessment reports to identify opportunities for improvement
- Discuss coverage as baseline indicator of on-time vaccination performance
- Consider reviewing patient line lists to assess performance gaps and use as teaching opportunity
- Set coverage goals

- Review workflow assessment
- Discuss IQIP QI strategies and determine baseline status
- Note gaps/limitations to strategy implementation in workflow
- Select at least two strategies to implement

- Use available resources and methods to provide training and technical assistance on strategy implementation
- Agree upon action items for each strategy and incorporate into strategy implementation plan

- Identify dates for check-ins and 12month follow-up
- Enter data into IOIP Database
- Send post-visit correspondence