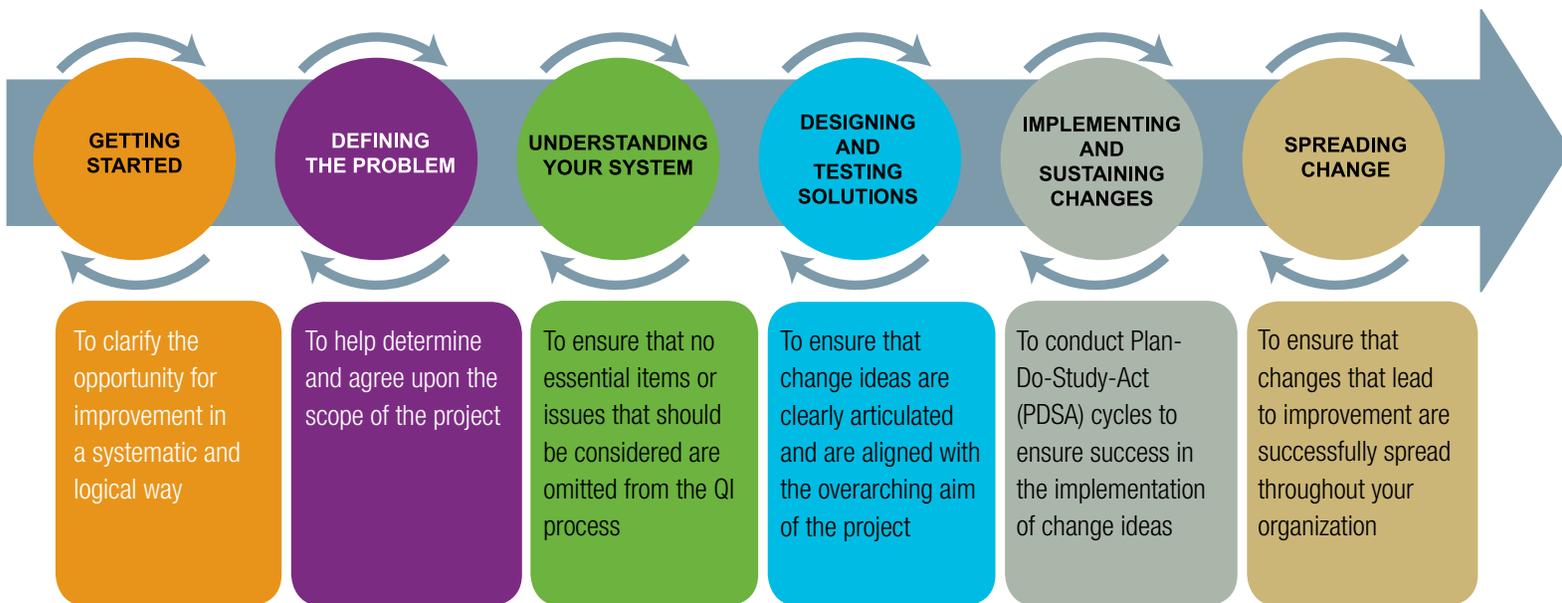


Tree Diagram INSTRUCTION

Why would I use this tool?

A Tree Diagram is used to visualize a problem or opportunity for improvement. A Tree Diagram takes a broad idea or category and breaks it down into increasingly fine levels of detail. Developing a Tree Diagram helps groups move from thinking about generalities to contemplating specifics. Breaking down each component of a concept, problem, or category helps ensure that no small issues are forgotten. This process also often leads to new, innovative ways of thinking about or approaching an issue.

How would I use this tool differently at different stages of the QI Framework?



How do I use this tool?

1. Gather your team to discuss and complete the branches on the Tree Diagram.
2. Generate discussion and help your team focus on pertinent issues by answering the following questions: What are we trying to accomplish? How will we know that a change is an improvement? What specific changes can we make which will result in improvement?
3. The aim statement or the answer to “What are we trying to accomplish?” tells us: what we want to improve, where the improvement will take place, the scope of the initiative (i.e., the beginning and end of a process).
4. Develop measures that will help answer the question “How will we know a change is an improvement?” The number of measures is not nearly as important as ensuring that measurements can be collected and that they will accurately reflect the improvement identified in the aim statement.
5. To answer the question: “What specific changes can we make which will result in improvement?” it is necessary to brainstorm change ideas that will support the improvement efforts of your team. These ideas can also be borrowed from other successful improvement projects. The change ideas that the team comes up with can then be tested using PDSA cycles.

What do I need to use this tool?

Materials

- Tree Diagram template
- Pen and/or pencil

Timing

A Tree Diagram can be used at all stages of a quality improvement project. However, it's usually employed early on in the life-cycle of a project to facilitate group discussion and generate ideas for testing and implementation. The time required to complete the Tree Diagram will vary.

Setup

- This tool should be completed as a team and can be used to clarify the projects objectives with the executive sponsor.

What tips and tricks will be useful in facilitating this tool?

- Engage the improvement team by using this tool to facilitate discussion and to ensure that all of the issues that are causing problems are addressed by the improvement project
- This tool can be used anytime during the improvement journey to help clarify next steps or to develop PDSA cycles for testing