

The Hong Kong Neonatal Society EPIQ workshop 2024

Date and time: 14 September 2024 (Saturday), 1100h to 1700h

Venue: 1/F Postgraduate Education Centre, Prince of Wales Hospital

Facilitators/co-facilitators: Amy Keir, Liza Edmonds, Damien Gilby, Simon Lam, Mabel Wong, Khair Jalal, Jacqueline Lee

Morning	EPIQ Training Workshop	Exercises
1100h to 1130h (30 mins)	What is Quality Improvement?	Large group
1130h to 1230h (60 mins)	QI tools (Steps 1 to 3): Step 1: Identify the problem (20 min) Step 2: Select your team (20 min) Step 3: Why might this be happening? (20 min)	At each table: Make a list of problems Make a team list Fishbone analysis
1230h to 1245h (15 mins)	Health Break (15 minutes)	
1245h to 1305h (20 mins)	Sharing (20 minutes)	
1305h to 1335h (30 mins)	Lunch	On site
Afternoon	EPIQ Training Workshop	
1335h to 1425h (50 mins)	QI tools (Steps 4 to 6): Step 4: Choose a priority (20 minutes) Step 5: Map the process (20 minutes) Step 6: Identify indicators (10 minutes)	At each table: Feasibility exercise Process mapping SMART indicators
1425h to 1445h (20 mins)	Sharing (20 minutes)	
1445h to 1500h (15 mins)	Working as a team (15 minutes – optional)	At each table: Teamwork exercise
1500h to 1520h (20 mins)	QI tools (Step 7): Step 7: Explain your aim (10 minutes) Share 10 minutes	At each table: Complete aim form
1520h to 1555h (35 mins)	QI tools (Steps 8 and 9): Step 8: Engage partners (20 minutes) Step 9: Implement change (15 minutes)	At each table: Change readiness Complete the change form
1555h to 1615h (20 mins)	Sharing (20 minutes)	
1615h to 1630h (15 mins)	QI tools (Steps 10): Step 10: Share knowledge (10 minutes)	At each table: Discussion and FAQs
1630h to 1700h (30 mins)	Health Break (as necessary) Next steps: Brainstorm what you might do next (20 minutes) Closure: Debrief and complete evaluations (10 minutes)	Large group: Evaluation form