



# IDENTIFY A PROPOSED SYSTEMS SOLUTION

## How it Works

After identifying a point of frustration in your practice, utilize this worksheet to create a proposed systems solution.

### Step 1:

Be specific, not general. Who is impacted? How does this impact your business, team members and patients? Quantify the impact of this frustration.

### Step 2:

Identify a systems or project name and assign team members; set a target start and completion date; identify purpose, desired results and constraints; seek support from key stakeholders.

### Step 3:

Share proposed system solution with key stakeholders for feedback; make adjustments to proposed systems solution based on feedback.

## Step 1: How does the frustration impact your practice?

*Be specific, not general*

Who is impacted?

---

---

How does this impact your business, team members and patients?

---

---

---

Quantify the impact of this frustration:

---

---

---

## Step 2: Identify a Proposed Systems Solution

Project Name:

---

Description:

---

---

Team Members:

---

Target Start Date:

Target Completion Date:

---

Purpose:

---

---

Constraints:

---

Desired Results:

---

---

## Step 3: Solicit Feedback from all Stakeholders

Key Stakeholders Feedback:

---

---

---

---

---

---

