**EXECUTIVE SUMMARY OF PROJECT AND OUTCOME**

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| **PROJECT** **TITLE** | **Orthopaedic outpatients – Transitional move** |
| **READY TO LEAD DELEGATE NAME** | Name: Margaret WoodEmail: Margaret.wood@ggc.scot.nhs.uk |
| **RATIONALE FOR PROJECT*****(Current situation)*** | With the opening of the New South Hospital and the closure of the Western, my project is a temporary move of Orthopaedic outpatient staff, clinics and secretaries from Level 2 to F block for 1 year until Gartnavel is ready to accommodate us permanently |
| **IMPROVEMENT METHODS USED**  | Initially attend all meetings to ensure all service level agreements are in place. Scope out where we are moving to and highlighting changes that need to be put in place to allow us to become operational in the time scale. I found using a ggant chart has helped. |
| **Main issues and challenges encountered** | Dealing with a diverse range of staff, both clinical and administrative.Maintaining the progress that was initially made, especially where there have been changes in personnel. |
| **SITUATION AFTER IMPROVEMENT*****(Improvements realised)*** | Improvement in the quality of the data submitted via the templates. A reduction in the number of queries which have to go back to the service. More accurate waiting times.  |