








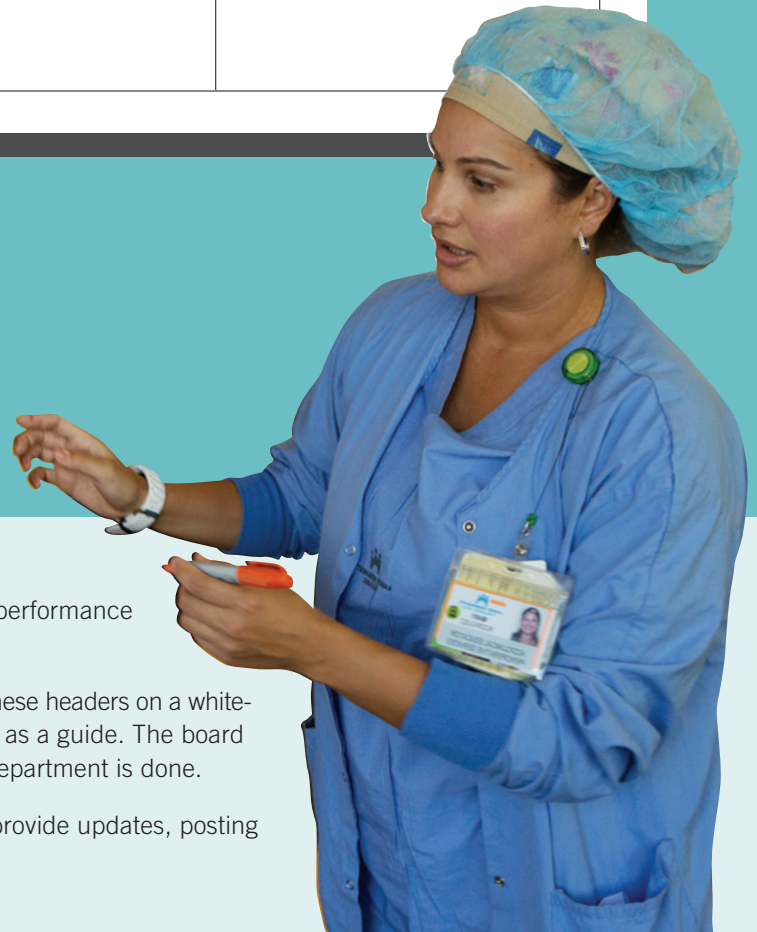


HOW TO CREATE A VISUAL BOARD

Improvement Ideas 		Name of Team 	Safety Message 
PDSAs/Tests of Change 		Key Department Metrics 	
In Progress	Park		
Completed Improvement Projects 		Current SMART Goal 	Team Recognition 



Unit-based teams use visual boards to track the performance improvement projects they're working on.



To create a visual board in your department, post these headers on a whiteboard or bulletin board, using the diagram above as a guide. The board should be located where the actual work of the department is done.



Use sticky notes to share improvement ideas or provide updates, posting the notes under the appropriate header.