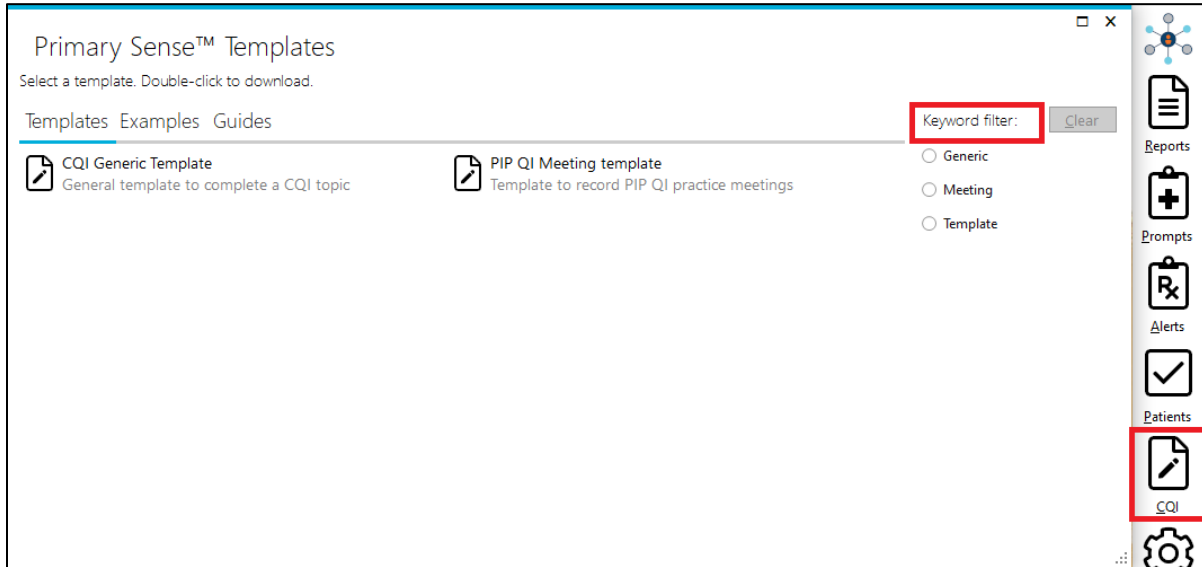# Using Continuous Quality Improvement (CQI) in Primary Sense Desktop

Click on the Primary Sense Desktop icon on the bottom toolbar to view the Primary Sense sidebar.

On the Desktop icon, click on the 'CQI' tab.

To search for a specific Topic in the CQI tab, use the "Keyword Filter"

This section of Primary Sense Desktop will provide activities and templates to support PIP QI requirements for CQI.
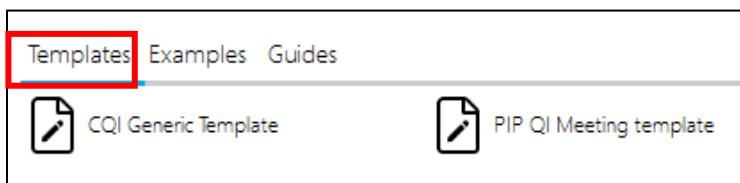
Primary Sense reports can support:

- Identification of potential areas for improvement
- Provide a monitoring report to track changes overtime
- Implementaion of the CQI activity
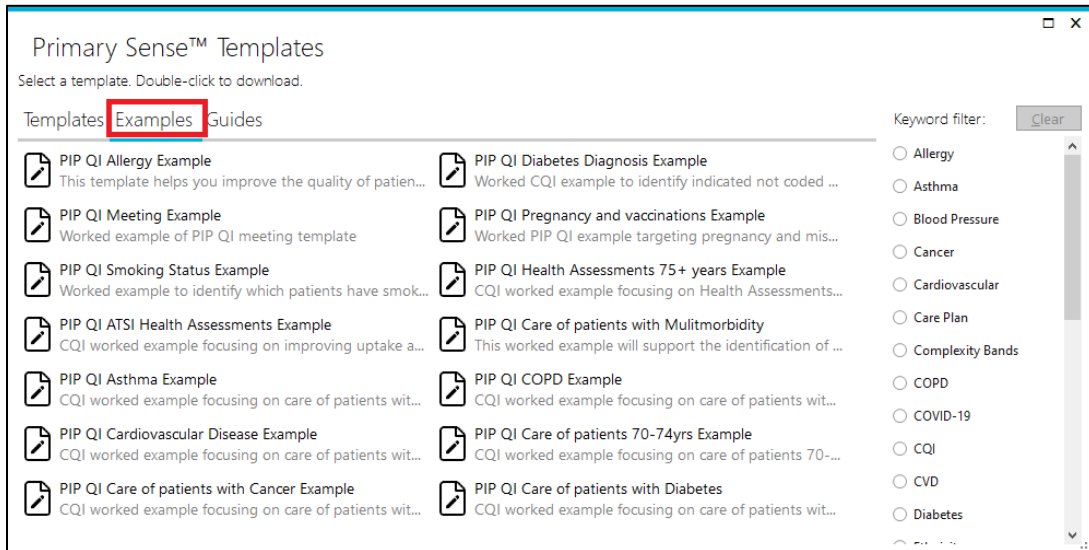
Templates

This tab includes:

- Generic CQI Action plan
- Generic PIP QI Meeting template

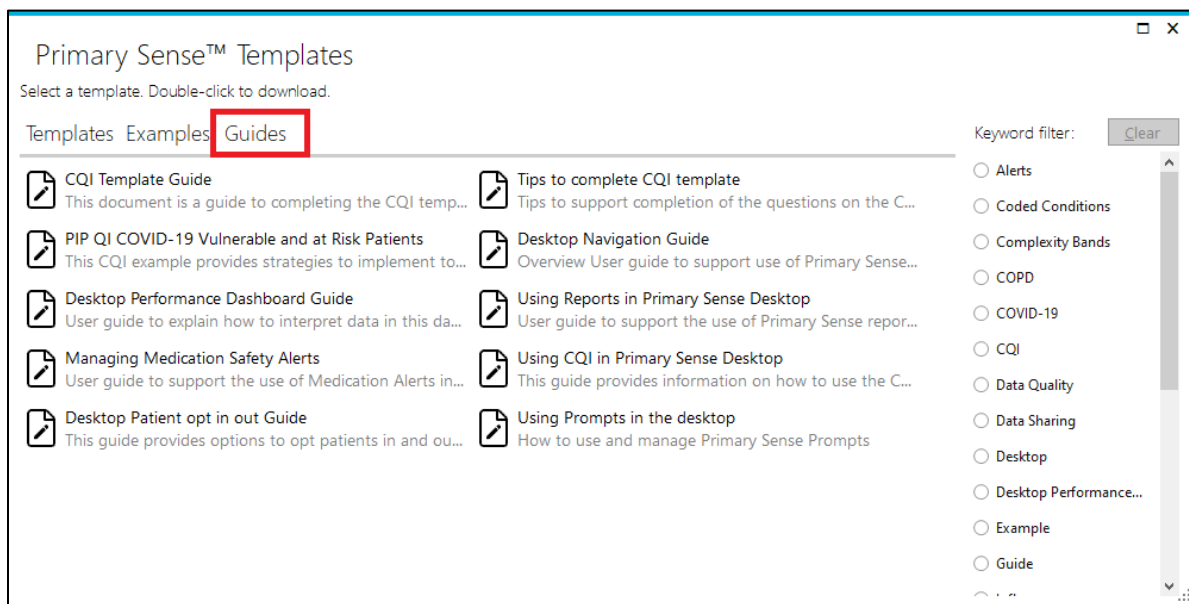# Using Continuous Quality Improvement (CQI) in Primary Sense Desktop

Examples

This tab includes a selection of pre-filled CQI Action Plans that you can edit to support your practices CQI activities.

Guides

This tab includes guides on Primary Sense Desktop navigation and functionality, how to use the templates and tips for undertaking CQI.
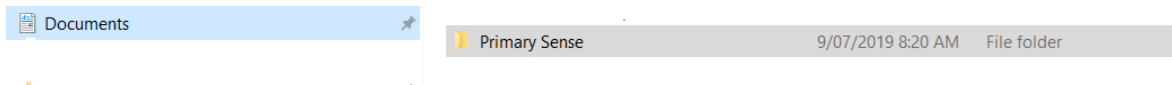
Using Continuous Quality Improvement (CQI) in Primary Sense Desktop

Automatic Document save

- When a document or Report is opened in Primary Sense a folder is automatically created on the computer in use.

Documents > Primary Sense   (see image below)

📄 Documents	📌		
	📁 Primary Sense	9/07/2019 8:20 AM	File folder

Primary Sense data reports will be saved in the "Reports" folder

When a "Template" is opened it will automatically save into a secondary folder named "Quality Improvement"

📄 Documents	📌		
	📁 Quality Improvement	12/07/2019 3:26 PM	File folder
	📁 Reports	16/07/2019 8:58 AM	File folder