

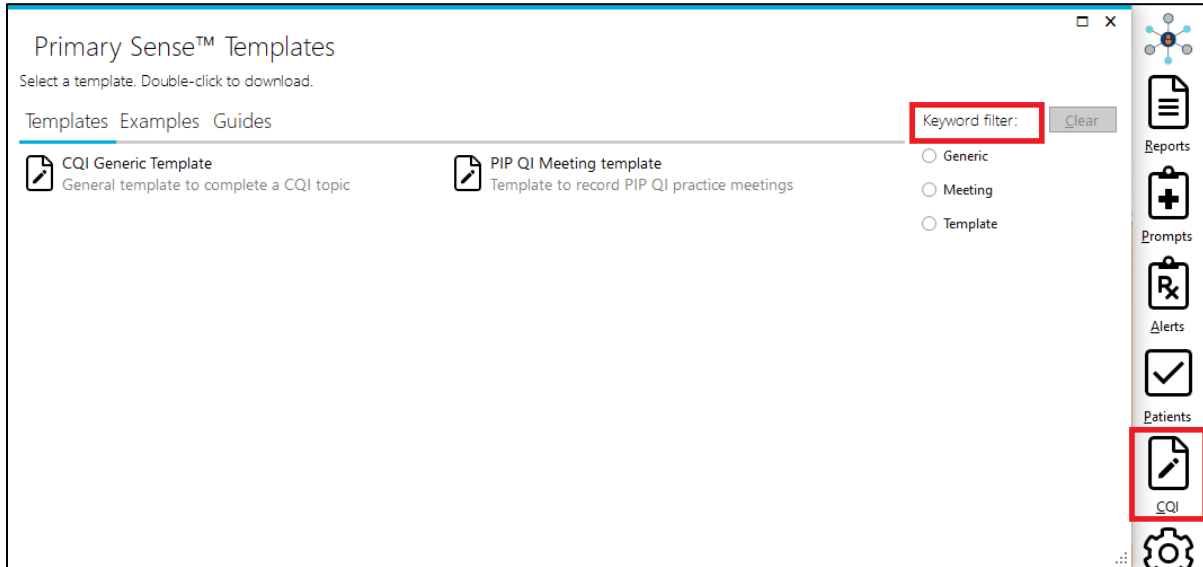
## Using Continuous Quality Improvement (CQI) in Primary Sense™ Desktop

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.

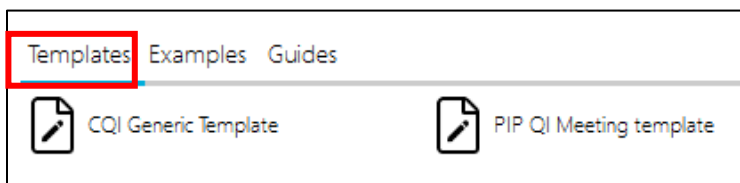
Primary Sense™ reports can support:

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

### Templates

This tab includes:

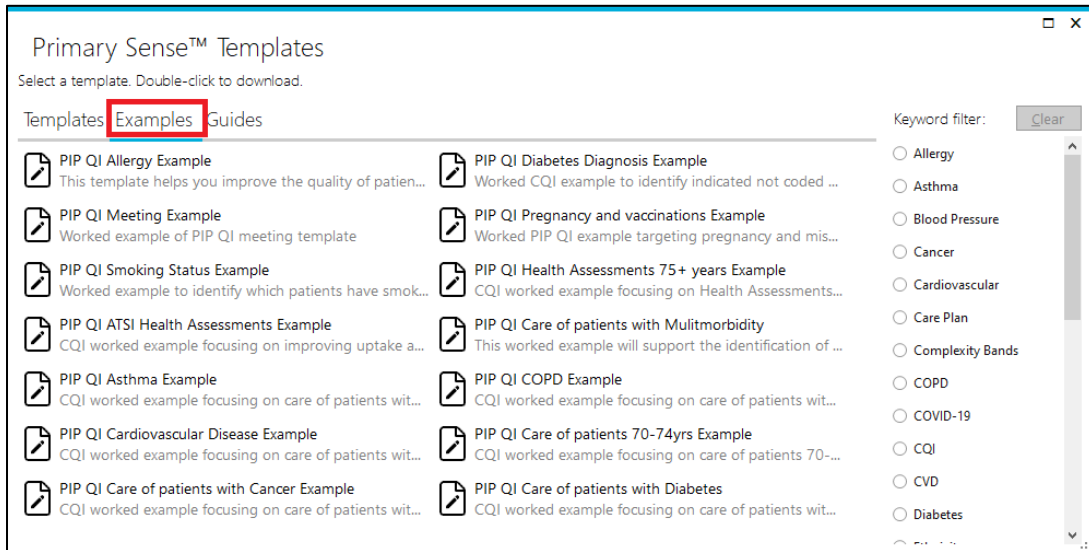
- Generic CQI Action plan
- Generic PIP QI Meeting template



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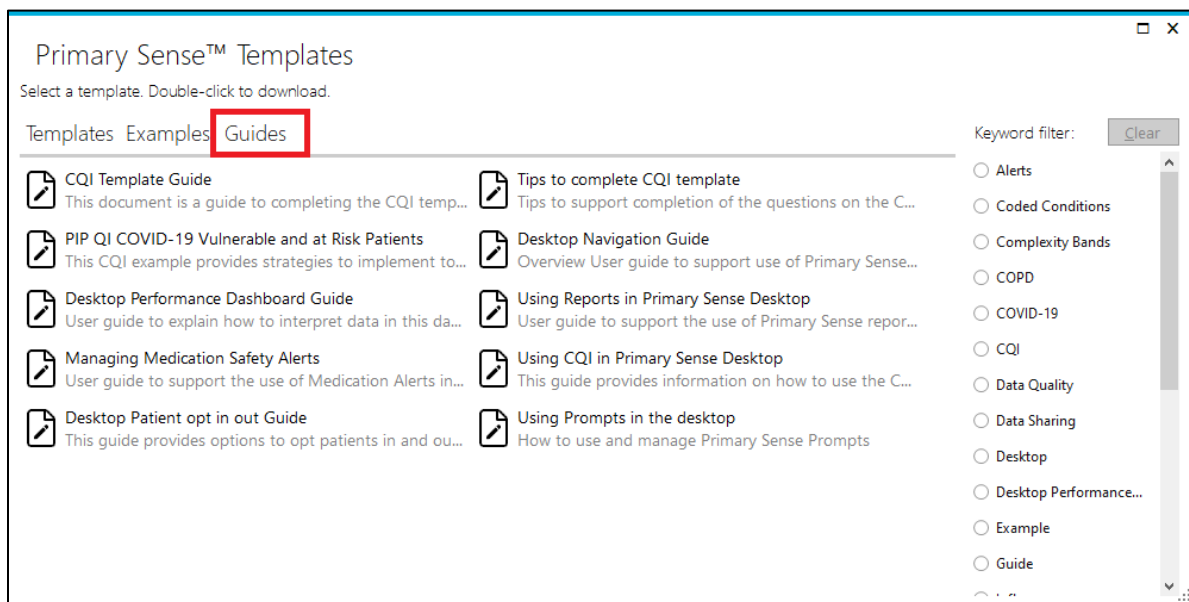
### Examples

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.

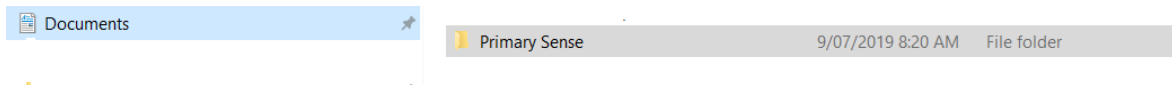


## Using Continuous Quality Improvement (CQI) in Primary Sense™ Desktop

### 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)



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”

