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# Clinical Learning in Practice (CLiP) Part 1

## **Service Evaluation Project – Planning tool template**

**August 2025**

## **Service Evaluation Project planning tool**

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| **Outcomes and Standards** |
| **Standard:** Describe your outcome measure(s) and the standard or expectation that you are using as a benchmark |
| **Rationale:** Explain your choice in terms of the importance the measure(s) to your practice |

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| **Focus**  |
| **Specification:** Patient group or data specification including time period (may include exclusion criteria) |
| **Rationale:** Explain briefly how this specification will allow you to measure performance against the standard |
| **Sources:** Describe your sources of data  |
| **Confounders:** Identify **one to three** features of your data set that may unexpectedly introduce variability |

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| **Data** |
| **Volume:** Indicate the volume of records (patient or other) available that meet specifications |
| **Significance:** Describe your benchmarks (including acceptable ranges), and how this impacts the number of data points required to determine whether (or how well) the standard has been met. You may wish to include a power calculation.  |
| **Analysis:** Describe how you intend to process and analyse your data. Include suggestions for suitable graphical and statistical outputs (see SEP workbook requirements) |
| **Data management:** Explain how you will handle data security, GDPR and confidentiality |
| **GANNT Chart** |
| Add/customise task labels for each row as needed, and use shading to show when you will be working on each task

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| **Task Week:** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **Deadline** |
| Collect and upload data to logbook |  |  |  |  |  |  |  |  |  |
| Produce summary table |  |  |  |  |  |  |  |  |  |
| Analyse data, with stats and graphs |  |  |  |  |  |  |  |  |  |
| Contingency for additional data gathering  |  |  |  |  |  |  |  |  |  |
| Determine and describe findings |  |  |  |  |  |  |  |  |  |
| Develop recommendations |  |  |  |  |  |  |  |  |  |
| Alternative setting commentary |  |  |  |  |  |  |  |  |  |
| Collate and format references |  |  |  |  |  |  |  |  |  |
| Review and edit |  |  |  |  |  |  |  |  |  |
| Contingency for Slippage |  |  |  |  |  |  |  |  |  |
| Submit |  |  |  |  |  |  |  |  |  |

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| **References and bibliography**Regulatory and service standards, pathways, textbooks and peer-reviewed literature presented in the appropriate format. |
| **References** (cited in the text) |
| **Bibliography** (not cited in the text but used as background reading during planning) |

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| **Document version** | **Date** | **Update** |
| 1 | 15/08/2025 | First published version |
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