

<h1>QI TEAM CHARTER</h1>		
1. Team Name:	2. Version:	3. Subject (Target Area):
4. Problem / Opportunity Statement:		
5. Team Sponsor (Health Official):		6. Team Leader & Scribe:
7. Team Members:		Role:
8. Process Improvement Area:		
9. Initial Aim Statement:		
10. Revised Aim Statement (s):		
11. Scope (Boundaries)/Team Authority:		
12. Customers (Internal and External):		13. Customer Needs Addressed:
14. Success Measures (What does success look like?):		
15. Considerations (Assumptions / Constraints / Obstacles):		
16. PDSA Timeline:		Date:
Plan		
Do		
Study		
Act		
17. Meeting Frequency:		
18. Communication Plan (Who, How, and When):		
19. Stakeholders (Internal and External):		
20. Improvement Theories (If...Then):		
If	Then	
If	Then	