Teach and explain use of QI tools and methods
Support project teams in using QI methodology
Provide monthly update on team progress to sponsor
Provide facilitation and feedback to the project team/lead

- Facilitate regular project meetings (ideally weekly)
- Coordinate work
- Drive results
- Provide expertise and experience

- Participate in regular project meetings
- Help facilitate meetings
- Take on assignments
- Share responsibility for results
- Provide expertise and experience

- A senior member of staff
- Support formation of stable team at start of project
- Scan the monthly progress reports
- Regular liaison with project leads (at least monthly, ideally face-to-face or virtually)
- Help unblock barriers faced by project teams

It is important that each project team has representatives from people with lived experience of mental health services and the inpatient environment
Additionally, it is critical for the project team to think carefully about how to disseminate information to and get views from the wider team and inpatients on the ward. This is so that everyone is involved in changes from inception through to implementation