**Quality Initiative Proposal Reviewer Form**

**Date of review \_**

**Name of the reviewer \_**

**Review Categories and Findings\_**

**The Criteria \_**

1. Clarity of purpose and goals and significant impact on the department and institution

* Clear purpose and goals reflective of the scope and significance of the initiative (Findings on scale of 1-5)
* Potential for significant impact on the institution’s quality (Findings on scale 1-5)

1. Clarity of the evaluation process:

* The baseline is clearly created based on reliable data analysis and research (Findings on scale 1-5)
* Clear processes for evaluating the progress at the milestone with intended goals (Findings on scale 1-5)

1. Clarity of the timeline for implementation:

* Appropriate time for the implementation of each activities (steps) (Findings on scale 1-5)
* Reasonable full implementation plan for the time period (Findings on scale 1-5)

1. Clarify of the human resources support for the initiative:

* Commitment of leadership (Findings on scale of 1-5)
* Commitment and involvement of key people and groups (Findings on scale of 1-5)

1. Request for human, financial and other resources:

* Reasonable amount of resources request (Findings on scale of 1-5)

Conclusion

Approve the proposed quality initiative with or without recommended minor modification. No further review required

Request re-submission of the proposed quality initiative