

Norfolk Public Health SLI Toolkit

This toolkit tests how far **Sector Led Improvement (SLI)** is embedded into **individuals' and teams' ways of working** by using the prompt questions for discussion at 1:1 and team meetings.

For individual team members				
	Key Themes	Is SLI embedded into our ways of working?	Use the prompt questions to guide thinking and discussion:	Impact
Personal	Demonstrating a culture of SLI	Workforce knowledge & skills – Staff Appraisal & 1:1 meetings	<ul style="list-style-type: none"> Does the individual understand the purpose of SLI? Has the individual been set an objective related to SLI? Has the individual been set a learning task or have they undertaken some learning? Are all staff competent in accessing / utilising data? 	By June next year, I will be able to evidence the application of the principles and themes of SLI by review of my work and discussion with my line manager at 1:1 and staff appraisal meetings.
		Review and impact of work programmes – New projects and existing plans	<ul style="list-style-type: none"> Have the work programmes clearly identified an SLI approach (or gaps where it could have featured but didn't)? Do they have a plan to share the learning and impact of their work programmes? What mechanisms have been used (i.e. Communities of Improvement Networks, Published articles, Poster presentations, Award submissions, National forum)? 	
		Feedback - What do others - peers, experts - think of what I am doing?	<ul style="list-style-type: none"> How has feedback and responses from others been captured and used to inform the work programme? How else is the feedback being shared? 	
For SMT and Managers				
		A shared responsibility - 7 steps to improve quality ¹	Use the prompt questions to guide thinking and discussion:	Impact
Strategy	Priorities for organisation, department, quality improvement	Maintaining and safeguarding quality - Working together to maintain quality, reduce risk and protect people from harm.	<ul style="list-style-type: none"> Why are we doing this? Can we evidence priorities for organisation, department, quality improvement? Are local governance structures supporting SLI? How are we contributing to the implementation of strategy across our organisation? 	<p>What impact on strategy are we making?</p> <p>What decisions have been made because of these activities?</p>
System	Standards and requirements, benchmarking our system Learning from others experience	Bringing clarity to quality - Setting standards & requirements, benchmarking our system on what high quality public health should look like across the system. Building capability - Improving leadership, management, professional and institutional culture, skills and behaviours to assure quality and sustain improvement.	<ul style="list-style-type: none"> Has the project been subject to external peer challenge? Are supra-local opportunities for support / learning being evidenced? What are the outcomes we want to measure? Have we set standards for what high quality public health should look like across the system? Have the appropriate set standards and guidance been utilised? How are we applying the learning from others' experience? 	<p>What impact on which systems are we making?</p> <p>What improvements have been made because of these activities?</p>
Data	Analyse our local data, benchmarking, health needs	Measuring and publishing quality - Harnessing information to improve public health action through benchmarking, transparency and reporting of quality.	<ul style="list-style-type: none"> Has the appropriate data been collected, benchmarked and reviewed? What does our data show? Does the project get measured appropriately? Are data and other sources of intelligence being used appropriately throughout all activities? How has our local data, benchmarking, analysis of health needs been included in reports/ publications/presentations? 	<p>What impact on use of data are we having?</p> <p>Has SLI improved the departmental function?</p>
Evidence	Reviewing evidence from published research, networks	Staying ahead - By embedding and integrating research, innovation and planning to provide progressive, high quality public health. Recognising and rewarding quality - Recognising, celebrating and sharing outstanding public health.	<ul style="list-style-type: none"> Has evidence of best practice been gathered? Have we reviewed evidence from published research? Where are the evidence gaps and innovation opportunities? How is the evidence being used to improve performance? How have we applied the learning from others experience to inform new and ongoing projects? 	<p>What impact on using evidence are we having?</p> <p>Has SLI improved the departmental function?</p>
Views	Population, community views, stakeholder, inequalities	Setting direction and priorities - Based on evidence including the views of people impacted by public health systems, functions and services. Population, community views, stakeholders, inequalities.	<ul style="list-style-type: none"> Have others been consulted as critical friends? Is the 'story' related to others internally for monitoring / challenge? Do we know what people want? Have we considered the inequalities impact? Can we evidence that we have considered all views? 	<p>What impact on using feedback are we having?</p> <p>Has SLI improved the departmental function?</p>

¹ Quality in Public Health: A Shared Responsibility Public Health System Group for England March 2019