

## How to register on **OLifeQI**





## Life QI

Life QI is an online project management tool for Quality Improvement projects. All of ELFT's projects are stored and managed on the platform. To access the platform, please follow the instructions below.



## **OLifeQI**

Projects



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## **Finding ELFT projects**

Once ELFT administrators have approved your account, you will be able to access all the ELFT projects on the platform. To search for projects, follow the instructions below.

Step 1 – Log into the platform and then click on "Projects" from the menu on the left. Here is where you can access all the projects on the platform.

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Q	Projects	Search	Q	
Start	Start a new project + 🗄 Reports 🗈	Active ✓ My Projects ✓ My Org's Project	cts 🛛	
Projects → Programmes Discussions	There is nothing in this list Showing I to 0 of 0 Back to top ↑			
EME Reports EME Analytics Groups People Organisations	Provided for you by <u>East London NHS Foundation Trust</u>	Jerms Privacy Acceptable	<u>e use Helo</u>	

The page will automatically default to showing you all the active projects you're linked to. If you are not part of any projects, nothing will appear here. You can use the filter options on the right to search for specific projects.

Step 2 – Click on the "My Projects" filter to get rid of it. Then click on the "My Org's Projects" to view all the projects that are taking place in ELFT.

Projects			earch		
Start a new	project + 🗄 Reports 🔛	Active 🗸	My Projects	My Org's Projects 🗸	$\nabla$
	TH Triage - CAMHS Improving Access and Flow				
2.5	To reduce the average wait time from receipt of referral to decision made within front door team by 20% before December 2018.				$\rightarrow$
	Dream big: improving sleep on Lea Ward				
2.5	To improve the quality of service user's sleep (according to the sleep quality index, and sleep diaries) by X amount, during admission on the ward, by July 20 Lea Ward, Mile End Hospital	)18			$\rightarrow$
	👁 🛛 🙆 Jacob Clark 🖼 East London NHS Foundation Trust				
	To increase staff and patient engagement with the Limehouse Ward community meeting by 25% by August 2018				
2.5	To increase staff and patient engagement with the Limehouse Ward community meeting by 25% by August 2018. Limehouse Ward				$\rightarrow$
	👁 📾 Bradley Anton 💷 East London NHS Foundation Trust				
Step 3 -	- You can now use the search bar to filter out specific projects.				
Projects				* 4	53
		Morrison Ward		* 4	× 8
Projects	5	Morrison Ward	My Projects	→	
Projects Projects	5			★ My Org's Projects ✓	
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Projects Projects Start a new	Project + IE Reports ID   Reducing Incidents by Improving Relational Security on Morrison Ward   To lower incidents of reported violence and aggression on Morrison ward by improving awareness of relational security.			→	
Projects Projects Start a new	Project + IE Reports ID   Reducing Incidents by Improving Relational Security on Morrison Ward   To lower incidents of reported violence and aggression on Morrison ward by improving awareness of relational security.   Morrison Ward, John Howard Centre   Image: Luke Quane Image: Imag			→	