Updated 09 April 2018

Project Implementation Report

| SHRFV Element  | Key Actions | Status | Key Achievements | Comment |
| --- | --- | --- | --- | --- |
| 1. Engage leadership and build momentum  | Recruit a project lead (state name & month recruited in achievements)  |  |  |  |
| Establish a governance structure  |  |  |  |
| Develop a project work plan |  |  |  |
| 2. Lay a foundation for success (through policy, procedure and guidelines) | Conduct a policy stocktake |  |  |  |
| Develop policy, procedure and guidelines for identifying and responding to patients experiencing family violence |  |  |  |
| Develop an implementation plan for identified roll out areas  |  |  |  |
| Develop a training plan for identified roll out areas |  |  |  |
| Develop policies and procedures to support staff members experiencing family violence  |  |  |  |
| 3. Build capacity and capability | Implement training in identified roll out areas |  |  |  |
| Implement workplace support training to managers |  |  |  |
| Conduct post training activities |  |  |  |
| 4. Building partnerships  | Map family violence services within your region |  |  |  |
| Develop processes for secondary consultation with specialist family violence services |  |  |  |
| Develop referral protocols with specialist family violence services |  |  |  |
| 5. Create the evidence base | Gather baseline data about staff understanding of family violence |  |  |  |
| Identify and review current family violence data sources |  |  |  |
| Develop family violence documentation form and process for collecting data |  |  |  |
| Provide quarterly reports on family violence data  |  |  |  |
| 6. Communication  | Internal communication to raise awareness amongst staff of SHRFV project implementation progress |  |  |  |
| Raising awareness amongst patients and families about hospital FV position and SHRFV project |  |  |  |
| Involvement with broader community culture change campaigns/activities |  |  |  |

|  |  |
| --- | --- |
| Training Summary | Data (numbers and % only) |
| How many staff have received Module One SHRFV Shared Understanding training in 2018–2019? |  |
| How many staff have received Module Two Clinical Practice training in 2018–2019? |  |
| How many staff have received Supplementary Clinical Practice training in 2018–2019? |  |
| Approximate % of total staff who have received SHRFV training overall |  |

|  |  |
| --- | --- |
| Item | Expenditure |
| Budget expenditure to date |  |
| Project Budget |  |

|  |  |
| --- | --- |
| Recommendations |  |
| 1. |  |
| 2. |  |
| 3. |  |