

Project Title: Improving documentation compliance with wound care tip sheets

Project Manager: Renee Stephenson

Monitoring and Controlling Template

Project Management Knowledge Area	Monitoring and Controlling		Frequency	Detailed D
	Process	Outputs		
Integration Management	Coordinating all the different elements of the project including task, resources, stakeholders and managing conflicts.	Monitoring staff closely to ensure wound care documentation and interventions are in compliance with the orders.	F	The projec monitor th well as per compliance
Scope Management	Focuses on the project scope including the goals and tasks while addressing barriers that could affect the project.	When speaking with the staff, truly learn and understand any barriers they may be facing with documentation and intervention compliance.	O	
Time Management	By creating the Gantt chart, with the WBS, able to ensure the project stays within the timeline created initially.	Monitoring the Gantt chart to stay on the schedule or making necessary adjustments to get the project back on task.	O	
Cost Management	By creating the initial budget in the scope and charter of the project, able to ensure the project stays within the budget created.	Monitoring and evaluating the budget during the different phases of the project to ensure the budget isn't exceeded.	O	
Quality Management	Monitoring the project compliance to ensure high quality of care is being provided to patients and positive patient outcomes are	Continue to audit wound care patients to ensure documentation and intervention compliance is being followed.	F	The projec performing care patien safety ever

Revised 11/2022