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| --- | --- | --- | --- | --- | --- |
| *[Topic/Project name]*  *Team Tasks* | | *Who?* | | | |
| *Could do it*  *(in scope)* | *Has interest/ experience/ availability* | *RESPONSIBLE* | *CROSS TRAIN* |
|  | ***QI and clinical tasks:*** |  |  |  |  |
| *Example: Regularly schedule QI team meetings* |  |  |  |  |
| *Example: Generate a referral(s), if needed* |  |  |  |  |
| *Example: Add a point of care reminder to patient’s chart* |  |  |  |  |
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