

**Local Service Improvement Leads Year Planner for 2024**

January	February	March	April	May	June
<p>Submit core unit data by 31<sup>st</sup> January 2024</p>	<p>SILs Meeting 22nd February 2024</p> <p>Observation of care audit</p>	<p>Submit SILS projects for annual report by 31<sup>st</sup> March 2024</p> <p>CMCCN Retention survey 1<sup>st</sup> -31<sup>st</sup> March online survey</p>	<p>Submit Core Data Return 28<sup>th</sup> April 23</p>	<p>SILs Meeting 9<sup>th</sup> May 2024</p> <p>Relatives satisfaction surveys 31<sup>st</sup> May 2023 – Covid allowing</p>	<p>Observation of Care Audit</p>
July	August	September	October	November	December
<p>SILs Meeting 18<sup>th</sup> July 2023</p> <p>Submit Core Data Return 31<sup>st</sup> July 2024</p>		<p>CMCCN QI sharing Symposium 19<sup>th</sup> September 2024</p>	<p>Submit Core Data Return October 27<sup>th</sup> 23</p> <p>Observation of care audit</p>	<p>Relatives satisfaction surveys- 31<sup>st</sup> November 23 Covid allowing.</p>	<p>Sils Meeting 10<sup>th</sup> December 2024</p>

\*Observation of care- TBC in June and October

\*\*Core data to be sent quarterly