

QUICK WINS

Solutions



Quick wins

When generating ideas, you'll notice that some solutions can be implemented faster than others. Identifying and implementing these quick wins will keep your project moving forward and show stakeholders that you're serious about embedding change into your organisation.

Solutions

The purpose of this phase is to develop and agree on solutions to your identified problems. Solutions are generated, designed, prioritised and then tested with key stakeholders, to make sure they are effective.

Key points

1. Look for quick wins

Quick wins are solutions that can be implemented faster than others and have a positive impact on the organisation. There are a number of reasons you should start by implementing a quick win:

- It shows that the project team means business.
- It drives momentum by helping you realise benefits quickly.
- It has a positive impact on the project and workplace.
- It takes the pressure off the project team to get things done.

2. Determine if it's a quick win

Solutions are defined as quick wins if they are easy, fast and economical to implement, and able to be easily reversed. A quick win is a change that is visible and will have immediate impacts. It doesn't need to be profound, but stakeholders should generally agree that it is a good thing.

3. Plan how to implement a quick win

The Plan, Do, Study, Act (PDSA) framework is a useful tool for implementing a quick win. By using this approach you will be able to test the change on a small scale to see if it is having the effect you predicted. You will then know whether the change needs to be adopted more widely, adapted (changed and retried) or abandoned (because it is not working)

4. Communicate the change

Remember to take the time to communicate the change well to all involved stakeholders. The communication should include what is changing, why, when, and who to contact if they want more information. You may need a reference or 'how to' one page document to help people understand and make the change.

Considerations and tips

It's important to identify the quick win possibilities early. Prioritise them in your implementation plan and clearly communicate the outcomes.

Is it a quick win?

A win isn't always necessarily a quick one! Make sure the quick win is easy and efficient to implement, and more complex changes have realistic timeframes.

Assess the risk

You will still need to do a risk assessment for a quick win solution. As with any solution implemented for your project, you need to ensure risk of adversely affecting another process is minimised and managed.

Capture

Small wins can be overlooked in final evaluations. Make sure you have a way of capturing the impact of the quick wins both in the short and long term.

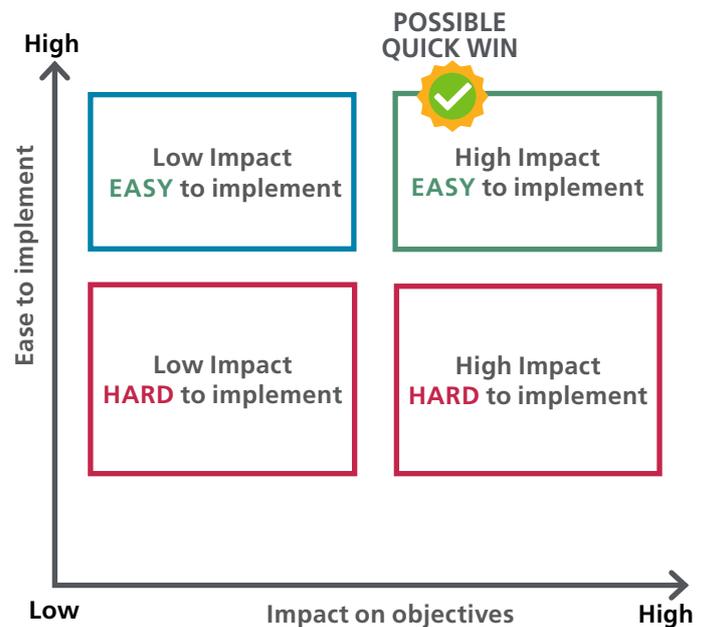
Celebrate!

Communicate and celebrate your quick wins. This will help give the project momentum and keep your stakeholders on board.

Elements of a quick win



Determine ease and impact



Further information

[My Health Learning Log in Form](#) – Redesign Solution Design (202465315): Prioritising Solutions and Making Quick Wins

Next steps

Once you have identified your quick wins you will need to work on the remaining solutions for your project and lay out your solution priorities.