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New ODP QM Plan Template Now Available!

ODP has created an updated QM Plan template for stakeholders. A QM Plan is a standardized tool that guides teams/organizations through planning, implementing, and monitoring quality improvement efforts. It helps ensure a consistent, person-centered, data-driven approach. Stakeholders can use this template or develop their own, provided all required components are included. Below is an example of the new QM Plan template with all required components.

QUALITY MANAGEMENT PLAN (QMP)				
Entity Name:	ABC organization		Fiscal Year:	FY 26-27
QMP Responsible Person:	Program Manager (Oversees and coordinates plan)			
Goal Statement	Target Objective	Performance Measure	Frequency	
People work in Competitive Integrated Employment (CIE) (Sets direction for all activities)	Baseline: FY25-26 = 86 (Starting point) Target Objective: Increase number of people working in CIE by 20% to 103 by 6/30/27 (What you want to happen, by how much, by when)	Performance Measure: Total number of people with CIE (Quantifies progress) Data Source: SCO Report (Where data comes from)	Monitoring: Data collected monthly Reporting: Data reported quarterly	
QMP ACTION PLAN				
Quality Improvement Team Members:	Sam S., Megan T., Sara G. and Haley J.			
Action Item	Responsible Person	Target Date(s)	Status	Actual Completion Date
1. Develop community outreach/education plan for local businesses about CIE. (Steps to put the QMP into action)	Employment Lead	Planned Completion Date: OR..... Planned Start Date: 7/1/26 AND Frequency: Reassess monthly AND/OR Planned Completion Date:	(How it's going)	(When action item is accomplished)



A new Quarterly Report Template is also now available!

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