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| **Title:** | **Scope/Boundaries:** |
| **Team**  **Executive Sponsor:**  **Team Lead/Process Owner:**    **Team Members:** | **Problem Statement/Reason for Improvement:** |
| **Aim Statement:**  **Outcome Measure(s)**  **Balancing Measure(s)** | |

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| **Root Causes of the Problem:** | **Change Ideas:** | | **Process Measures:** |
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| **Anticipated Barriers and Mitigation Strategies:** | | **Anticipated Timeline**  **Key Milestones** | |
| **Resources Required:** | | **Signatures:**  Executive Sponsor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Process Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |