**The ACHS International Quality Improvement Awards 2025**

**Submission Document**

|  |
| --- |
| * Please ensure you have read the ***2025*** ***ACHS International QI Awards – Submission Guidelines*** prior to sending your QI Awards submission to ACHS Internation.
* All submissions MUST use this ***Submission Document*** template.
* Submission requirements for each entry:
* An electronic submission (MS Word format) and uploaded via the [Judgify Platform](https://www.judgify.me/achsiqiawards25)
* Please note, you are no longer required to email or post submissions to the ACHS office
* Please provide only one (1) application per entry
* The closing date for QI Awards submissions is **Monday, 08 September 2025 (5pm AEST)**
* If you are unsure which category to select for your submission, please contact ACHS Internation by email (events@achsi.org.au) or by phone (+61 (0) 2 9281 9955).
 |
| **Authorising Delegate**  | **Nominate one (1) person who can authorise this submission.**  |
| **Name** | Click here to enter text. |
| **Position** | Click here to enter text. |
| **Email**  | Click here to enter text. |
| **Phone** | Click here to enter text. |
| **Date** | Click here to enter a date. |
| **Electronic Signature** (word or PDF accepted) |  |

**Authors**

|  |  |
| --- | --- |
| **Names (and positions)** | Click here to enter text. |

**Primary Contact (The Primary Contact does not need to be an Author)**

|  |  |
| --- | --- |
| **Names (and positions)** | Click here to enter text. |
| **Phone** |  |
| **Email** |  |
| **Address** |  |

**Category**

|  |  |
| --- | --- |
| **Title** | Click here to enter text. |

**Submission Title**

|  |  |
| --- | --- |
| **Title** | Click here to enter text. |

|  |
| --- |
| **1. AIM / PURPOSE** |

[Insert text only, maximum of 4 sentences.]

|  |
| --- |
| **2. SUMMARY ABSTRACT** |

[Insert text only, maximum of 1000 words.]

|  |
| --- |
| **3. REPORT** |

**APPLICATION OF ACHS PRINCIPLES**

1. **Consumer Focus**

[Insert text]

1. **Effective Leadership**

[Insert text]

1. **Continuous Improvement**

[Insert text]

1. **Evidence of Outcomes**

[Insert text]

1. **Striving for Best Practice**

[Insert text]

|  |
| --- |
| **4. INNOVATION IN PRACTICE AND PROCESS** |

 [Insert text, maximum of 500 words]

|  |
| --- |
| **5. APPLICABILITY TO OTHER SETTINGS** |

 [Insert text, maximum of 500 words]

|  |
| --- |
| **6. REFERENCES** |

[Insert text]

|  |
| --- |
| **7. APPENDIX** |

[Insert text]