**PROJECT SCOPE/ CHANGE BACKLOG - Template**

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| **Project Aim:** (What are we trying to accomplish?) |
| **Goal:** (SMART goal) |

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| **Project Constraints:** (What are the boundaries for this project?) |
| Budget:Schedule:Quality:Other: (Policies, Regulations, Senior Management requirements) |

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| **Evaluation Measure** (use standardized data, easily obtainable if possible - examples include PQRS, NQF, CMS, IQR and or UDS measures) |
| **Measure Identifier/Number** | **Description** | **Data Source** | **Target Performance** | **Current** **Performance** | **Current Performance****Date** |
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| **Project Team**  |
| **Name** | **Title/Department** | **Role** | **Responsibilities** |
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**Possible Changes - Backlog**

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| **Possible Change (process measures)** | **Priority ranking (low, medium, high)** | **Estimated Sprint Assignment** | **Notes** |
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