# Discussion Paper: Data Driven Decision Making

*For inclusion in your governing body meeting papers, and discussion in your next*

*meeting.*

**Meeting date:** Click or tap here to enter text.

**Agenda item number**: Click or tap here to enter text.

**Paper type**: For discussion

**Data is not just about statistics for their own sake**

*“Data by itself is useless. Data itself is only useful if you apply it” – Todd Park*

Data (whether qualitative or quantitative) not only tells a story about performance; it is used to develop future performance targets and strategic objectives. For governing bodies to be able to fulfil their governance responsibilities, data should be *accurate* (in terms of being both correct and comprehensive), *relevant* (to the question that is being asked or otherwise it may be taken out of context), and *timely* (so the recipient of that data does not risk making out-of-date decisions).

Steps toward making effective decisions based on data

One way to consider the process of effectively making data-driven decisions is using the following 5 steps:

1. **Identify** the questions that you would like answered by data.
2. Determine the **source** of that data.
3. Think about how you will **collect** the data you need.
4. Ensure that you **manage** the data effectively, including consideration of privacy and security.
5. Consider how you will **analyse** the data to achieve the intended purpose.

BEFORE THE MEETING

To ensure the most productive discussion within the governing body meeting:

* Complete **Module 11: Data Driven Decision Making** (20min)
* Read **Topic Guide – Monitoring Provider Performance** (10min)

Review the **data, policies and procedures specific to your organisation** including for example: *qualitative and quantitative data related to key performance indicators, progress against strategic objectives, sources of data, training and learning related to sourcing, identifying, understanding, managing and analysing data for decision making*.

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| QUESTIONS FOR DISCUSSION   1. How is the organisation’s data being used to monitor performance and the strategic objectives? 2. Do we have the right data on hand in order to measure performance and improvement and drive sound data informed decision making or are there limitations to that data? 3. How do we know the governing body is getting the right level of detail in reporting from management, and that the most important points are heard? How do we ensure sufficient time is given to the discussion of the collected data to inform our decision making? |



You might also find it useful to check **out Module 6: Incident Learning, Module 9: Information Management** and **Module 12: Continuous Improvement.**