



Benchmarking Framework

Starting a benchmarking program can be overwhelming. To help you succeed, below is a simplified framework for such a program.
NOTE: The framework is a cycle, so repeat as needed.

1. Establish Goals

Develop a list of measurable outcomes that can be realistically be achieved.



11. Continuous Improvement

Make and implement an action plan in an effort to improve performance.



2. Secure Buy-in

Ensure the program receives required support by securing buy-in from leadership.



10. Communicate

Share the results in a manner appropriate to the audience.



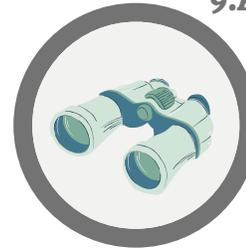
3. Build a Team

A team will help with workload, idea sharing, and buy-in from all.



9. Analyze

Compare data to benchmark(s).



4. Select a Benchmark

A benchmark is a standard against which your data can be compared.



8. Data Verification

Ensure the data is accurate. Use a verification process to promote accurate and transparent reporting.



5. Identify Data

Identify what data and metrics will be required to compare your facility to the benchmark(s).



7. Data Collection

Determine how the data will be collected. Establish clear roles and identify avenues for data access.



6. Benchmarking Tools

Data management tools range from simple spreadsheets to custom-designed web-based tools. Make sure that the tool can generate and evaluate the required data.

