

Project Prioritization Matrix

Project	1 = Low 3 = Medium 9 = High 1 = No/Very low risk 3 = Moderate risk 9 = High risk 1 = Low volume 3 = Moderate Volume 9 = High Volume 1 = Low or not related 3 = Moderately related 9 = Directly related; element of performance 1 = Low or not related 3 = Moderately related 9 = Directly related 1 = Low or not related 3 = Moderately related 9 = Directly related 1 = None 3 = Few 9 = Several 1 = None 3 = Mild 9 = Strong effect 1 = None 3 = Somewhat, inconclusive 9 = Strong evidence 1 = Low or few 3 = Moderate resources 9 = Large amount 1 = Slim to none 3 = Moderate potential 9 = Large potential 1 = More than 18 months 3 = 6 to 18 months 9 = Less Than 6 months												
	Fit with organization mission/goals	High risk to staff or patients	High volume	Related to a standard required for accreditation	Related to a law/government regulation	Related to National / International Patient Safety Goal	Complaints from patients/staff	Tracer / measurement shown deficiency	Identified as a problem in literature	Needed resources to address problem	Potential future cost savings if implemented	Project Payback Period	Priority Score (Max = 108; Min = 12)
Example	9	3	3	9	1	9	3	9	1	1	9	3	60
Project 1													0
Project 2													0
Project 3													0
Project 4													0
Project 5													0
Project 6													0
Project 7													0
Project 8													0
Project 9													0
Project 10													0
Project 11													0
Project 12													0