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| **Continuous Improvement Plan and Organisation Details** |
| **Organisation name** (legal entity) |  |
| **Trading name** (where applicable) |  |
| **Australian Business No** (ABN) |  |
| **Service details**  | **Service/service outlet name/s**  | **Service outlet number** |
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| **Organisation contact person leading implementation of the Continuous Improvement Plan**  |  |

The Continuous Improvement Plan should reflect the ongoing effort of your organisation to improve processes and service delivery. You should use the **HSQF User Guide – Certification** to complete this plan.

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| **Standard indicator** | **Rating from self-assessment and date identified** | **Issue and improvement action required** | **Responsible person to action** | **Required by date** | **Outcome and date closed** | **Review date** |
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