**CHAM Performance Improvement Course Application 2018**

Thank you for your interest in the 2018 Children’s Hospital at Montefiore (CHAM) Performance Improvement (PI) course. This course aims to deliver high-quality performance improvement education to faculty and staff from January through December 2018. Please read the course description below and \***send your completed application to Dr. Elissa Faro (****efaro@montefiore.org****) and Peterkaye Kelley (****pekelley@montefiore.org****) by September 15, 2017.\*** If you have questions about potential projects or the course, please contact Dr. Faro or Ms. Kelly.

Course Description:

Participants will complete a Quality Improvement (QI) project at CHAM or their home institution, attending fifteen 120 minute CHAM PI Course meetings to be held on Tuesday’s at 3PM except for the course presentation, which would be held on Thursday, December 6 at 12PM, please see the attached course schedule), complete the 13 session on-line Institute for Healthcare Improvement (IHI) Quality Improvement certificate, meet regularly with a QI coach from the CHAM PI Council and regularly present project outcomes/updates to your division as well as the CHAM PI Group. Final projects will be expected to produce a publishable manuscript and all CHAM-based projects will be submitted for presentation to the 2018 Pediatric Research Day at CHAM.

Participants will receive CME or CEU credits as applicable for attending didactic sessions and completing IHI modules. QI projects will be designed to meet the American Board of Pediatrics format for awarding 25 Maintenance of Certification (MOC) credits to both the participant and any other faculty who participate.

Participants will be selected by the CHAM PI Council based on strength of application and importance of project to the children we serve. As space is limited, we will give preference to applications submitted earlier. Once you have been selected to participate, you will be expected to complete pre-work in order to prepare your project for the January course start date, and submit an IRB application, if necessary. Pre-work will include the completion of on-line IHI modules introducing you to the Model for Improvement and meeting with a member of the QI faculty to develop the basic components of a QI project, including a revised aim statement, project measures, stakeholder team, baseline data, and proposed interventions.

Project Requirements:

Participant’s QI project should involve the entire division, including faculty, fellows, and staff. In addition, project goals should be aligned with national, regulatory, and/or departmental QI initiatives. CHAM Departmental priorities include access to clinic appointments, timely discharge from the hospital, reducing hospital readmissions, improving management of high-risk patient populations, reducing hospital acquired infections and conditions, improving transfer of patient health information, improving efficiency and timeliness of clinical services, and adherence to new clinical practice guidelines. Other projects may be approved on an individual basis through the PI Group.

**CHAM QI Project Application**

**Name:**

**Institution:**

**Position:**

1. Application Question: Please describe in 1-2 paragraphs why you want to take the CHAM Performance Improvement Course and what you hope to gain from this course?

2. Project Title: Provide a brief, descriptive title for your project. This will be used to reference your project for future communication(s) and evaluation(s).

3. Problem: What is the problem and why is it important? Use numerical examples when possible. Include a brief background of the problem that you are addressing.

4. Setting Aims: Which of the six IOM (Institute of Medicine) elements for health care improvement is the project addressing? (Safe, Effective, Patient-Centered, Timely, Efficient, and Equitable Care) You may list more than one element.

5. Aim Statement: What will you improve, at what specific site/location, by how much and by what date?

6. Measurement: Where will you get data for your measurements? Who will collect it and how often? Do you already have baseline data? (Please provide details about how the data is collected and what, if any, will be the difference between baseline data and data collection for your project outcomes.)

7. Project Team Members:

(List clinical leader, administrative leader, key stakeholders, and potential patient/family member)

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By signing this document you are hereby agreeing to the all terms and requirements of the PI course as the participant.

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name of Supervisor of Applicant | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature/Date |

By signing this document you are hereby agreeing to support the applicant to complete the PI course, protect their time to complete the QI project they laid out, attend all PI course meetings, and all PI course requirements, and to be part of their team to improve this important project.

**Please scan the completed application and email back to Dr. Elissa Faro (****efaro@montefiore.org****) and Peterkaye Kelly (pkelly@montefiore.org)**