

## 2020 Annual QIPS Process

As you may know, to meet the CLER program, the ACGME Common Program Requirements, and the Institutional Requirements, EHS/UTCOM and Residency Programs must address Quality Improvement, including Health and Health Care Disparities and Patient Safety [IV.B.1.d).(1.) (d) & f).(1).(d) & (e.) and D.2.a); V.C.1.c)., (4) & (5).(d); and VI (The Learning and Working Environment (VI.A.1.) and (under III.B.2.a) ] of the Institutional Requirements: The Sponsoring Institution must ensure that residents/fellows have: access to data to improve systems of care, reduce health care disparities, and improve patient outcomes: (III.B.2.b) and opportunities to participate in quality improvement initiatives. ]

In order to meet those requirements and to improve the care we provide, the UT College of Medicine Chattanooga is requiring:

- **Resident Quality Projects:** A decision was made earlier this year that every resident would have to participate in a Quality/Patient Safety Project by the time they complete their residency. . **(An exception will be made this year only for all residents in their last year of training (for some this will be in 3<sup>rd</sup> year, others 4<sup>th</sup> and Surgery 6<sup>th</sup> year).**
  - The project can take many different forms from an individual project to a team project to an existing EHS QPS project. A list of current EHS projects has been emailed to the PDs and will be available on the CLER SharePoint on the EHS intranet and New Innovations.
  - **Current or planned Research Project:** If your main scholarly project is a Department approved Research Project that will be submitted for Research Day and /or other National/Regional Presentation, we suggest that you join one of the existing team QIPS projects in your department or even another department.
  - **Enrollment: Project Plan or Idea due November 1, 2019:** All residents wanting to meet this requirement for a QIPS projects this year should have a Project idea or tentative idea picked out by the first week in November. Residents should be starting to think about projects now, select their mentor and again, have a **Project Plan (Enrollment) form submitted by November 1, 2019. (Enrollment FORM ENCLOSED)**
  - **IRB submission:** (Since the Enrollment deadline is November 1, 2019, you can submit the Enrollment Form between now and November 1, and the IRB Form J between now and two weeks prior to your target date to begin collecting data. All Patient Safety/Quality Improvement projects must be submitted to, reviewed by, and either approved or exempted by our UT College of Medicine Chattanooga Institutional Review Board (IRB). Recently our IRB ha adopted a policy approved by the UTHSC Memphis IRB governing PS/QI projects as follows:
    1. The intent is to use the data to contribute to generalizable knowledge.
    2. Participants are randomized to compare outcomes.
    3. The activities are not normally done as part of standard operating.
    4. Results will be used to apply knowledge to other programs outside the institution,
    5. The project is subject to peer review (designed to be used outside of the institution),
    6. Anonymity of participants cannot be assured,
    7. The activities involve more than minimal risk to participants.
    8. More information on filling out IRB Form J will be forthcoming.

After submitting the PS/QI Enrollment Form, you must contact Stacey Hendricks, IRB Administrator, to determine when your IRB review will occur. Please be aware that you cannot begin collecting data until you have IRB approval or exemption

## 2020 Annual QIPS Process

- **QI Coaching—November 2019 through May 2020:** All projects will be required to have coaching from either the residents' own department faculty (Departmental QIPS Team) or by the EHS Quality team. The EHS Quality Department has volunteered to provide coaching and feedback for all projects. After the Enrollment form is received, you will be notified of the times and availability of coaching sessions. It is expected that the entire team (all residents, faculty mentor and any other team members) will attend the coaching session.
- **The IHI Open School Project template** has been sent out to all PD and can be used for organizing, implementing and presenting the project. (IHI Open School Project Template enclosed.)
  1. **The IHI open school modules** are available on the IHI site and are free for all residents and faculty. The modules will walk a resident and faculty members through the QI project process. All residency directors can track how many modules have been completed by each resident. Some Departments require residents to complete a set number of IHI modules. While the UTCOM strongly encourages residents to complete some or all of the modules, UTCOM does not require the completion of a set number of modules. The Guide for participants in IHI modules and reporting guides was previously emailed to you and will be available on the SharePoint and New Innovations.
- **PSQI Annual Quality Day Participation:** Every project will be eligible to be reviewed for participation in PSQI Day. Submission Forms will be available on the SharePoint or New Innovations site. Forms for Annual PSQI Day must be submitted to your Department Chair or Program Director for approval by **Friday, March 20, 2020**.
  1. The submission form utilizes the IHI Model for Improvement (e.g. AIM Statement, PDSA Cycles, IHI Charter Template, etc.). Any other quality project format needs approval from the department and from the PSQI Review Team.
  2. PSQI Proposal Submission Forms must be emailed from your Chair or Program Director (with his/her approval denoted) to Dr. Kohrt ([Alan.Kohrt@erlanger.org](mailto:Alan.Kohrt@erlanger.org)) and Katherine Mimms ([Katherine.Mimms@erlanger.org](mailto:Katherine.Mimms@erlanger.org)) by **Friday, April 3, 2020**.
  3. The PS/QI Advisory Committee will review and make selections by **Friday, April 10, 2020** for presentation at the 2020 Annual PSQI Day. Judging Criteria will be released after projects are enrolled.
  4. Presentations will be given on **Friday, May 8, 2020**, in Pierce Conference Room of the Kennedy Children's Outpatient Center (starting around 8 AM).
  5. Posters will not be used – presentations will be displayed via computer and digital projector.

Revised 9/2/2019