2020 Annual QIPS Process [Revised 05/09/2020]

As you are all aware, the Common Institutional Requirements from ACGME require all programs to have residents participate in Quality Improvement and Patient Safety (QIPS) Programs. In order to meet that requirement 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 and fellow would have to participate in a Quality Improvement/Patient Safety Project by the time they complete their residency. **An exception will be made this year only for all residents and fellows in their last year of training.** The last year of training varies by specialty – for primary care and Emergency Medicine programs that is the 3rd year. For OB/GYN it is the 4th year; for Orthopaedic Surgery and Urology it is the 5th year; and for Surgery it is the 6th year. For advanced residency programs (Plastic Surgery) and fellowship programs (Colon/Rectal Surgery, Cardiovascular Disease, Gastroenterology, and Vascular Surgery), if a trainee has already completed a QIPS project during the core residency, the decision about whether or not the trainee must complete another project at the advanced level will rest with the respective Program Director.
  - The project can take many different forms from an individual project to a team project to an existing EHS QIPS 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.
- **Enrollment: Project Plan or Idea due November 1, 2019:** All residents working on 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 Quality Improvement/Patient Safety 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 has 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. Complete and submit IRB Form J – a form specifically for Quality Improvement/Patient Safety projects. Email the form to Stacey.Hendricks@erlanger.org.
After submitting the QIPS 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
- **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 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
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process. All residency/fellowship Program Directors can track how many modules have been completed by each resident or fellow. Some Departments require trainees to complete a set number of IHI modules. While the UTCOM Chattanooga strongly encourages residents and fellows to complete some or all of the modules, UTCOM Chattanooga does not require the completion of a set number of modules. The Guide for participants in IHI modules and reporting guides were previously emailed to you and will be available on our website or via New Innovations.

- Submission Forms will be available on the UT College of Medicine Chattanooga via the Quality Link on the header menu underneath the UTCOM Chattanooga logo and above the Search bar on our main home page. The direct link to our Quality page is www.comchattanooga.uthsc.edu/quality. Forms and information will also be available on New Innovations. Forms for Annual QIPS Day must be submitted to your Department Chair or Program Director for approval by Monday, May 11, 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 QIPS Review Team.
  2. QIPS Proposal Submission Forms must be emailed from your Chair or Program Director (with his/her approval denoted) to Dr. Kohrt (Alan.Kohrt@erlanger.org) and Liz Jones (Liz Jones@erlanger.org) by Friday, May 15, 2020.
  3. The QIPS Advisory Committee will review and make selections by Friday, May 22, 2020 for presentation at the 2020 Annual QIPS Day. Judging Criteria will be the same as those used in last year’s event.
  4. Presentations will be given on Friday, May 29, 2020, via Zoom. The schedule and details about how to connect and view presentations and judges’ questions will be sent to all presenters, judges, and to all Faculty, Residents, and Fellows as soon as they are available. Presentations will begin around 8 AM.
  5. Presenters will display their computer presentation by the “Share Screen” function within Zoom.