

APPLICATION: FY2019 CNM QUALITY/PROCESS IMPROVEMENT PROJECT AWARD

NOTE: This is a 6 page application. Please be prepared to complete the application as your work will not be saved and may be lost if you close this online form before you are ready to submit. You can download a PDF of the form to gather your info [HERE](#).

1. Are you a CNM member?

Yes

No

If a member of your team is a CNM member, please add their name and email address here.

2. Please enter your information.

Name

Company

Position Title

Address 1

Address 2

City

State/Province

ZIP/Postal Code

Email Address

Phone Number

3. **Brief Biography** (Career highlights and qualifying experience related to your project):

4. **Title of Project:** The title should summarize the main idea and clearly represent the process improvement initiative.

5. Project Team Members: Identify all members of the team, including any interdisciplinary or administrative involvement/support.

TOTAL 5 Points Possible

Team Member 1

Name/Credentials

Position Title

Department

Team Member 2

Name/Credentials

Position Title

Department

Team Member 3

Name/Credentials

Position Title

Department

Team Member 4

Name/Credentials

Position Title

Department

Team Member 5

Name/Credentials

Position Title

Department

Team Member 6

Name/Credentials

Position Title

Department

Team Member 7

Name/Credentials

Position Title

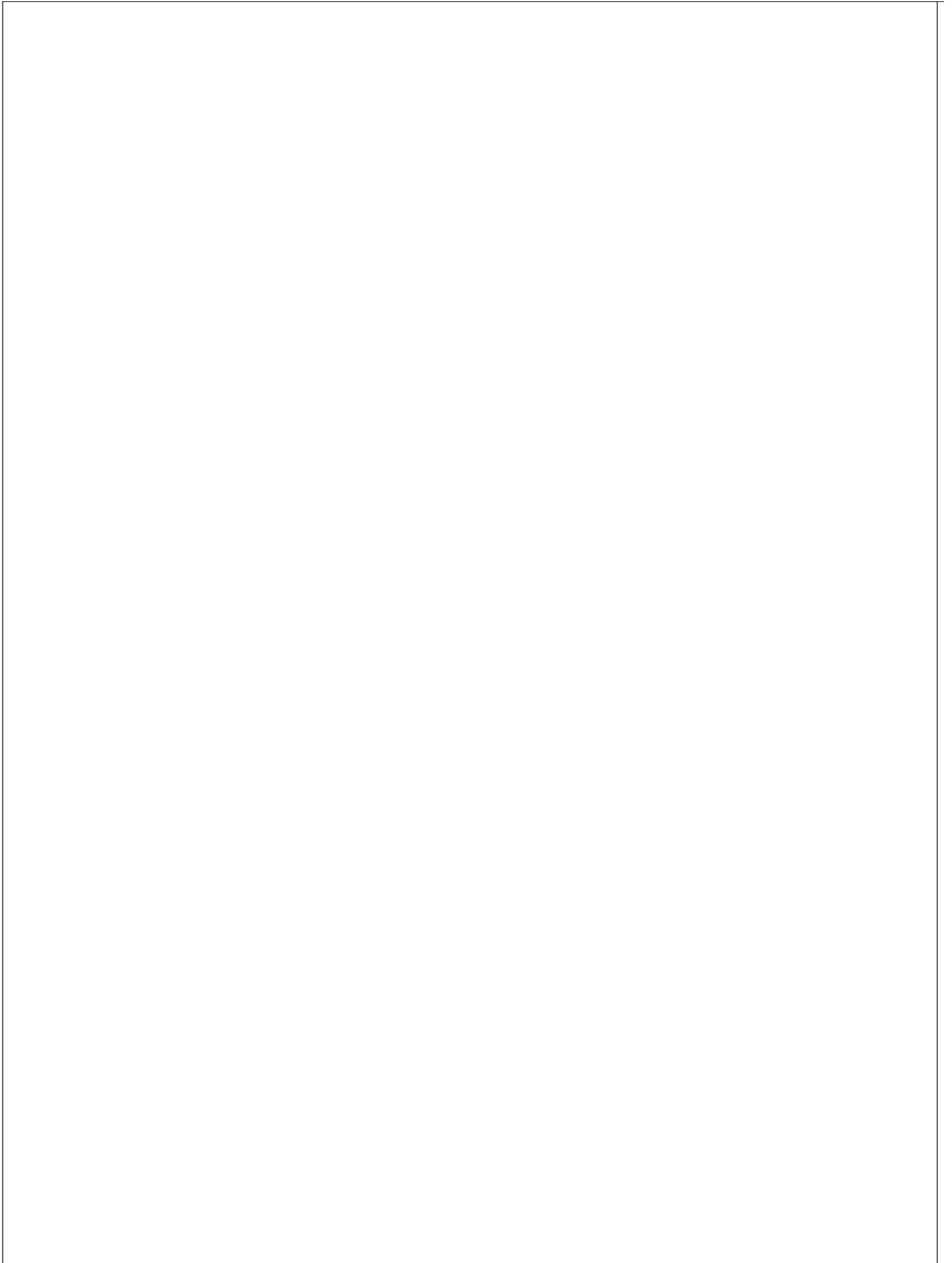
Department

Team Member 8

Name/Credentials

Position Title

Department



Problem Description (Background): TOTAL 9 Points Possible

- Describe the “current state” issue or improvement opportunity identified
- Include PROJECT AIM STATEMENT– should be specific, measurable, timely, etc. (SMART format)
- Example: To increase the number of inpatients coded for malnutrition DRGs upon discharge by 20% in fiscal year 2016.
- Include any sub-goals or objectives as appropriate (Optional)

6. Current State Improvement Opportunity:

7. Project Aim Statement:

**8. Include any sub-goals or objectives as appropriate
(optional adds 1-3 extra points).**

Goal/Objective #1

Goal/Objective #2

Goal/Objective #3

Showcase how you incorporated the PDSA cycle (Plan/Do/Study/Act)

PLAN – Quality Indicators: *TOTAL 5 Points Possible*

Include indicators that will measure the impact of change; for example:

- Volume change (increase) in patients educated on therapeutic diet
- % improvement (increase) in patient satisfaction (meal) scores
- % improvement (decrease) in charting time due to EHR implementation

Must include at least one measure – this should correspond with the data provided

9. PLAN – Quality Indicators:

Measure 1:

Measure 2:

Measure 3:

PAGE 4

PLAN – Baseline Data Collection:

Describe the methods used for the baseline (pre) data collection.

Please send any graphs or supporting documentation to [Donna Belcher](#).

Include "CNM QPI" as the subject line and be sure to include your name and project title in the message.

10. Description of Methods:

DO – Improvement Initiatives: Total 7 Points Possible

- Describe the improvement initiative(s) and methods used for implementation
- (Optional) Include explanation of any tools/resources developed

11. DO – Improvement Initiatives:

Improvement Initiative 1

(Action Items/Variables Changed)

Methods Used

Improvement Initiative

2 (Action Items/Variables Changed)

Methods Used

Improvement Initiative 3

(Action Items/Variables Changed)

Methods Used

12. Tools/Resources Developed: (Optional) Adds 1-3 Extra Points

PAGE 5

Outcome Results: *TOTAL 12 Points Possible*

- Describe methods used for post data collection, especially if they vary from the baseline collection method
- Outline/Identify the improvement shown (For example: the overall % or volume decrease or increase)
- (Optional) Include the potential impact on the organization (For example: financial gain/savings, patient/customer satisfaction, productivity, efficiency, volume, readmissions, etc.)

13. Description of Methods:

14. Bonus points may be awarded for organizational impact explanation.

Potential or Real Impact to the Organization: (Optional) Adds 1 Extra Point

PAGE 6

ACT – Next Steps: TOTAL 4 Points Possible

- Describe how the project will move forward and/or your control measures for how you plan to sustain the new process (how you will monitor)
- (Optional) Describe how you may spread the project to other areas
- (Optional) Describe any future adjustments you plan to make with the project

15. Description of forward movement and/or sustainability (monitors):

16. Description of any plans for spread: (Optional) Adds 1 Extra Point

17. Description of any future adjustments: (Optional) Adds 1 Extra Point

References: (Optional) – additional points awarded if references included; Adds 1-3 Extra Points

- Include project references and literature searches

*Bonus points may be awarded if references are included from medical/research journals.

18. References:

Citation 1:

Citation 2:

Citation 3:

Citation 4:

Citation 5:

Citation 6:

Citation 7:

PAGE 2

Project Abstract:

Include a maximum 250-word abstract describing your project. Any section headings are also included in the total word count. (failure to meet 250 word limit may result in disqualification)

- State the problem/opportunity
- Describe methods: steps, strategies and implementation plan
- Describe the outcomes (data) and potential impact
- Outline the conclusions: lessons learned, barriers encountered and opportunities for spread
- Keep in mind this abstract will be published in the CNM Symposium brochure and should accurately describe your project (if selected for Top 10).

19. Include abstract below: TOTAL 9 Points Possible