

# Hospital Requirements for Participation in a CMQCC-sponsored Quality Improvement Initiative

## Enrollment

1. Submit a signed Participation Agreement.
2. Convene a Quality Improvement (QI) team with Nursing, Provider, and Quality Champions and submit a team roster.
3. Attend a QI initiative Kick-off Event.
4. Complete baseline assessments as indicated.  
Recommendations:
  - a. Identify patient and/or community partners.

## Meeting Participation

1. At least one member of the QI team must be active participants for kick-off and closing celebrations, majority of initiative meetings, progress reports, and other required events.
2. Participate in shared learning with other organizations in the QI initiative.  
Recommendations:
  - a. Engage in transparent data and resource sharing with QI initiative participants.
  - b. Serve as an initiative coach/mentor for other QI initiative participants or future QI initiatives.

## Data Submission

1. Submit a signed data use agreement as part of the QI initiative Participation Agreement prior to the initiative kick-off.
2. Submit timely data and share with staff and providers as outlined by the QI initiative.  
Recommendations
  - a. Transparency in data sharing during QI initiative meetings.
  - b. Identify and monitor QI initiative balancing measures.
  - c. Identify opportunities to share data outcomes with patients/community partners.

## Quality Initiative Time Period

1. Complete and submit structure and process measures as outlined by the QI initiative.
2. Review and implement resources provided by the QI Initiative.
3. Complete charter and driver diagram, as outlined by the QI initiative.
4. Implement/evaluate PDSA QI cycles as indicated by the driver diagram.
5. Develop and implement a QI initiative communication and education plan for staff/providers.
6. Implement/evaluate at least one new policy/practice change.
7. Develop and implement an evaluation plan.  
Recommendations
  - a. Develop and implement feedback processes for patient and community input as appropriate.

## Sustainability

1. Complete and submit sustainability plan as outlined by the QI initiative.
2. Complete and evaluate 30, 60, 90-day audits as outlined by the QI initiative.
3. At a minimum complete evaluation review/reaffirmation of structure/outcome measures annually and develop remediation measures as indicated.