

**Path 2 Incubator Improvement Project Definition:** An independently driven, network supported, multi-center improvement project with solid theory and prior demonstrated success on a small scale. Fully led by project leaders with limited support from network support. May be guided by data driven evidence.

**Aim:** Facilitate quality improvement projects between collaborating centers in good standing in the National Pediatric Cardiology Quality Improvement Collaborative (NPC-QIC).

# **High Level Application Timeline**

- a. November call for proposals will be communicated to NPC-QIC participating centers
- b. December NPC-QIC project team will aggregate materials and follow-up with those who submitted a proposal with clarifying questions
- c. January ELT and Phase II Leaders will evaluate proposals and make selections
- d. February June project launch will be staggered throughout the year

## **Call for Proposals**

- a. Calls for Path 2 Incubator Improvement Projects will be sent/communicated to NPC-QIC institutions via Newsletter, Action Period calls, social media and Sharepoint.
- b. Number of supported Path 2 Incubator Improvement Projects will be at the discretion of the NPC-QIC Leadership. Anticipate 4 supported projects initially. Ultimately, a total of 6 projects to be supported.

### **Application Process**

- a. Establish QI Project Leadership Team, plan to include a **minimum** of one parent in the project, SMART AIM, scope (*population, inclusion/exclusion criteria*), data needs, Key Driver Diagram. (See the <u>Institute for Healthcare Improvement</u> for additional information)
- b. Interested individual(s) may post basics of QI Project on Sharepoint
  - i. Share project goals, measures, and desire to recruit additional centers.
  - Goal: 3-5 sites participating (prior to submitting Intake Form, it is required that at least 3 sites agree to participate). (Total number of participating centers is up to the QI Project Leadership Team. Including > 5 centers may increase difficulty of leading the project—ensure QI Leadership have the experience to do this)
- c. Complete "Path 2 Incubator Improvement Project Intake Form" found on Sharepoint.

### 2. Selection Process

Projects will be evaluated and scored on Significance, Project Leader(s) (well suited to the project; have Ql expertise), Project plan includes parents in a meaningful capacity, Measurement, Key Driver Diagram and Feasibility.



- i. All applications will be scored using the Path 2 Incubator Improvement Project Evaluation Form (available on Sharepoint) by the 3 members of the Phase II leader review committee.
- ii. Phase II leaders will discuss scores and final determination of support.
- iii. Phase II leaders can provide feedback, particularly if a project is not accepted.

## 3. Initial Support from NPC-QIC

- a. Phase II leader sponsor, QIS, data analyst and project management staff to evaluate the proposal, provide initial recommendations regarding measures, tools, and next steps.
- b. Facilitate a Kickoff meeting to provide initial guidance to project leaders.

## 4. Ongoing Support from NPC-QIC

- a. Consultation with QIS and data analyst (As needed, up to 1 hour/month).
- b. Quarterly meetings for project leaders to check-in with Phase II leaders who will then consult with the Executive Leadership Team (ELT), as needed.
- c. Project Management team support to schedule a reoccurring monthly meeting on ZOOM
- d. Phase II Sponsor provides update to ELT during ELT meeting.
- e. Report out via Path 1 All Teach All Learn opportunities (*Network communications, Learning Sessions*).
- f. Projects will be supported for up to two years. After two years, projects will be re-evaluated to elicit progress of project and determine if continued support is needed.

### 5. Expectations of Participating Centers

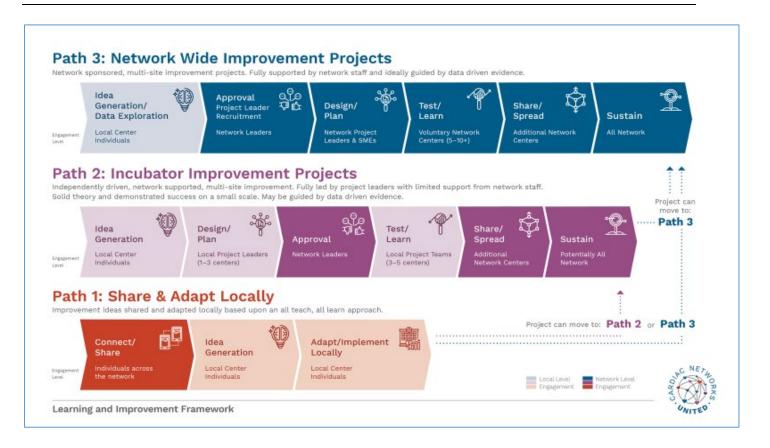
- a. Monthly team meetings (Phase II leader attendance optional)
- b. Report of progress to Phase II leaders
  - i. Format: Quarterly check-ins with Phase II leader sponsor and submission of a quarterly progress report in the format of a single slide.
- c. Recommend submission for presentation at National Meetings.
- d. Present best practices & learnings annually, at learning session or Action Period call.
- e. Regular data submission.

# 6. Capturing Learnings

- a. Store topic, related measures, presentations, presenters in a small database/Sharepoint
- b. Publications, vetted through the Scientific Review Committee, and presentations: Presentation to NPC-QIC centers (*required*); Publications (*encouraged*). Establishing authorship up front for manuscripts evolving from the project is strongly encouraged; however, this is up to the project leadership to decide.
- c. NPC-QIC Semi-Annual Survey questions to understand adaption and adoption of ideas.



National Pediatric Cardiology Quality Improvement Collaborative: Path 2 Incubator Improvement Projects Process Overview





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