

**Application Form
AAAHC Institute
Bernard A. Kershner Innovations in Quality Improvement Award Program 2020-2021**

We have supplied this form so that you can complete all information prior to submitting an online application. If you complete this document in MS Word, you should be able to cut and paste information from your completed document into the spaces provided for question answers in the online survey.

You must submit your application via an online survey at https://aaahc.sjc1.qualtrics.com/jfe/form/SV_bejQcIlgOBXNlaDj. The entry deadline is 12 noon (Central time), Tuesday, December 15, 2020. **No faxed or hard copy applications will be accepted and the online survey will close promptly at the deadline.**

The AAAHC Institute has appointed an Expert Panel to review all submissions. The criteria against which the Expert Panel will judge submissions are listed in A and B below.

- A. The Expert Panel will review all submissions for overall clarity and conciseness of the description of and/or rationale for:
1. The quality issue addressed
 2. Appropriateness of the performance goal
 3. Data collected (performance measure[s])
 4. Data collection methodology
 5. Data analyses and conclusions
 6. Comparison of initial performance versus performance goal
 7. The development and implementation of corrective action, and, if necessary, additional corrective action
 8. Re-measurement, and, if necessary, additional re-measurement
 9. New current performance versus performance goal
 10. Methods of communication of the study findings throughout the organization
- B. The Expert Panel will also review all submissions for evidence of: innovative thinking, working as a team, and setting an example that can be used in other ambulatory health care settings/for other ambulatory health care issues.

In order to be in compliance with HIPAA, no patient identifiers are allowed on the application.

The representatives of the 6 selected studies that most closely reflect the criteria used by the Expert Panel will receive:

- 1) Honoraria of \$500 (limit 1 per organization, 6 in total) after making poster presentations (virtually or in-person) at a AAAHC Achieving Accreditation Meeting in 2021;

- 2) Complimentary registration (limit 1 per organization, 6 in total) to a AAAHC Achieving Accreditation Meeting (virtual or in-person) in 2021;
- 3) An award from the AAAHC Institute on behalf of their organization, after making a poster presentation (virtually or in-person) about their activity at a AAAHC Achieving Accreditation Meeting in 2021. *

No other awards and/or compensation will be offered in lieu of those stated directly above. Meals and other expenses will be the sole responsibility of the winning organization(s). *The AAAHC reserves the right to refuse to award items 1, 2, or 3 as described above, if the review panel finds that no submission sufficiently complies with the criteria established to evaluate entries.

Only submissions from organizations accredited by AAAHC, from August 1, 2020 up to and including December 15, 2021 are eligible for consideration. Organizations that employ an AAAHC Institute Advisory Committee member are not eligible for this award program.

**** NOTE: Organizations may submit only one (1) application; multiple entries will not be considered. ****

Due to an anticipated volume of submissions, the AAAHC Institute will notify only those entrants who are finalists. Notification of finalists will take place on/by January 15, 2021. Recommendations of the Expert Panel will be submitted to the AAAHC Institute Advisory Committee for review and approval. The decisions of the Committee will be final.

Organizations submitting study reports or study related information to the AAAHC Institute for this program agree to release from liability, indemnify, and hold harmless the AAAHC and its employees, directors, officers, members and any other agents against all actual and direct losses suffered, and all liability to third parties arising from or in connection with participating in the award program.

Please do not hesitate to contact quality@aaahc.org if you have any questions.

Program void where prohibited.

Application Form

AAAHC Institute

Bernard A. Kershner Innovations in Quality Improvement Award Program 2020-2021

Name of Study:
Contact Name:
Title:
Organization Name:
AAAHC Organization ID Number:
Street Address:
City:
State:
Zip:
Phone:
Email:

- Please be as concise as possible, because this will help Expert Panel Reviewers.
- You will be allowed to attach a PDF file to the end of the online survey, to provide tables, graphs, and/or forms to illustrate information about your QI study. Again, please be concise in this attached document.
- Recall that if you complete this document using MS Word, you should be able to cut and paste into the online survey questions' answer areas.

1. Purpose

A. What was the quality issue you addressed? Please be as specific as possible.

B. Why is the issue you addressed in your quality improvement (QI) activity important to your organization and others? (You are welcome, but not limited, to cite/provide significant information on important issues such as threats to safety, high prevalence, high incidence, high cost, wide variations in practice, as well as literature such as national clinical practice guidelines, national/local health statistics, plus peer-reviewed research).

2. Goal

A. What was the performance goal against which you were comparing your current performance?

B, What was your rationale for this goal?

3. Defined Data

A. To determine whether you had a problem, the severity of the problem, and the possible source(s) of the problem, what data did you identify that you needed to collect?

B. What was the source of the data?

4. Collection

A. What was the time frame for your data collection?

B. What information did you collect?

C. How did you record these data?

5. Analyses

A. Please describe how you analyzed your data.

B. What were your initial findings?

6. Performance vs Goal

How did your initial performance compare with your identified goal?

7. Correction

A. Describe the corrective action(s) you implemented and your rationale for these.

B. Describe when you scheduled re-measurement and your rationale for this time period.

8. Re-Measurement

A. If any aspect (method, source, etc.) of your re-measurement varied from the initial measurement, please describe this and provide rationale for the change(s).

B. What was the result of your re-measurement versus the performance goal you identified?

9. Additional Correction, Measurement, Results vs Goal

Was additional corrective action needed to achieve your performance goal? If so:

A. Please describe the corrective action implemented/rationale.

B. Did you make any changes in measurement? If so, please describe the rationale.

C. What were the results of your new re-measurement versus your performance goal?

10. Reporting

How did you communicate your findings throughout your organization?

At the end of the online application you will need to attach the completed and signed QI Study Submission Agreement in order to submit the application.

The Agreement can be downloaded from the AAAHC website at www.aaahc.org/quality. Choose the 2020-2021 Innovations Award Application page. Once you have printed, completed, and signed this document, upload it to your computer as a PDF file. This way you can upload the document to the application survey when you are required to do so.

Thank you for submitting your QI study to the 2020-2021 Innovations in Quality Improvement Award Program.