



**Community Health Care Association
of New York State**

Defining New Directions

Terms of Participation

Clinical Quality Initiative 2007/2008

As part of the application to participate in the Clinical Quality Initiatives, CHCANYS agrees to:

- Support registration fees for one day face-to-face learning sessions.
- CHCANYS will support data warehousing technology for population data review.
- Allocate budgeted travel resource for teams with significant travel expense burden to learning sessions.
- Provide virtual learning opportunities between training/learning sessions.
- Provide curriculum and faculty for all training/learning sessions.
- Provide ongoing technical assistance to the teams and senior leadership.
- CHCANYS staff will provide coaching and feedback during reporting cycles inclusive of narrative and data reports.
- Facilitate partnerships with local, state, and national organizations and government agencies.
- Provide technical assistance for clinical and data management.
- Support communication strategies to engage the Community Health Centers and support collaborative atmosphere to promote sharing of lessons learned, best practice changes, and access to faculty.

As part of the application to participate the Health Center agrees to:

- Engage the staff in efforts to change the delivery system to improve care for patients and assess the improvements made through well defined measures and testing.
- Provide the hardware and software necessary for the team to access online information, participate in Webinars, meet reporting requirements, creation of storyboards for learning sessions, and support team's ability to join the New York virtual office on www.healthdisparities.net (i.e. Office Suite 2003 or higher, Excel for reporting, PowerPoint for presentations, etc.).
- Connect the goals of the planned care (i.e. Care Model, Model for Improvement, use of PDSA cycles) to a strategic initiative and business plan of the organization.
- Senior leadership Team agrees to:
 - a) Serve as sponsor for the Health Care Improvement Team;
 - b) Serve as champion for spread of positives changes;
 - c) attend at a minimum at least one of the learning sessions
 - d) Attend a minimum of one team meeting per month at the center;
 - e) Review reports generated by the improvement team to track progress towards AIM and clinical goals.
- Perform pre-work activities to prepare for the first Learning Session (i.e. identify provider champion, identify patient population, build patient registry and/or ensure EHR is able to report clinical measures, participate on conference calls with CHCANYS staff. (Measures provided during prework).
- Select a team of 3-4 staff to participate in the Quality Improvement Initiative of New York.
- Ensure lead provider champion is testing and disseminating best practice changes in the practice environment, and will attend all three Learning Sessions.
- Provide resources to support the team, including time and space for team meetings. (i.e. email account, daily internet and computer access)
- Provide the team time to devote to testing and implementing changes in the practice.
- Test changes using rapid change cycles (PDSA tests)
- Integrate the work as part of the QI Program and align work with center's ongoing strategic plans to improve clinical outcomes. The QI Program embraces the best practice changes and not seen as time-limited effort but improvements towards population-based care that incorporates planned care interventions.
- Collect data as defined, assure reports are submitted on the due date, and plot the data over time as part of the excel file reporting.
- Share experiences and data openly so that knowledge and learning can be summarized (i.e. data warehousing)
- Fully participate on scheduled conference calls between learning sessions and participate with CHCANYS staff for potential site visits.
- Collaborate with appropriate state and local programs/partners.
- Commit to integrate and spread the positive changes throughout the organization, including all health care providers and delivery sites.

Health Center Name
(no acronyms please)

Executive Director Signature

Date:

Medical Director Signature

Date:

Instructions: If you can submit with electronic signature, please send to initiatives@chcanys.org along with application. If this is a technical challenge to the organization, please sign and **FAX PAGE 3** to: 212 279-3851. Important: In order for application to be considered COMPLETE, make sure the three following steps are completed:

- 1. Online application completed and emailed to initiatives@chcanys.org
- 2. Excel data files are submitted with reported core measures on conditions of focus (i.e. Diabetes, CVD, Cancer, Asthma-any of the HDC or local NYC collaboratives)
- 3. Terms of participation are signed and submitted either by email or fax to CHCANYS