Quality and Safety Project Scoping Information

Applicants may indicate their preference for one of two options for the quality and safety project:

1. Bring your own project
   If you have a quality improvement or patient safety project that you’re already working on or can easily join or start, you can work on that project as part of this course. Course mentors will provide conceptual guidance throughout the course. In the application, you will be asked to describe the project you envision completing during the course.

2. Receive an assigned project
   Certificate Program leadership can assign you a quality improvement or patient safety project that aligns with the priorities of UW Medicine and Seattle Children’s Hospital. You will work in a small group with others in the course and also have an assigned project mentor.

We will try to accommodate your preference for the quality and safety project, but cannot guarantee it. If you would like to bring your own project, please consider these project scoping characteristics that have made projects successful in the past.

- **Outcome:** The project should have a clear deliverable
- **Timing:** The project should be achievable in this timeline
  - Assessment and planning in fall 2017
  - Begin implementation winter 2017
  - Have time to complete at least one PDCA cycle after implementation
- **Measures:** The project should allow measurement of success over time
  - Ideally, measures should require as little manual audit time as possible
  - Measures should be SMART (specific, meaningful, achievable, realistic, time based)
  - Ideally, measures should allow charting of progress over time (run or control charts)
- **Management**
  - The project should have buy-in from local leadership
  - Ideally, projects should help units work towards institutional goals
  - There should be a mentor or team of mentors who have time to share their QI expertise and experience with the group
    - Total time commitment likely to be at least one hour every two weeks
    - Meeting with participants during four-five in person sessions
    - Optional phone call report outs three-four times over project period
    - Additional planning, data collecting, and implementation time
  - We hope that the participants make you more successful overall and that the time is considered to be well spent
  - The project should allow participants enough flexibility to make meaningful contributions to the product and outcome