

Call for Submissions

2009 Wisconsin

Quality & Safety Forum



Project Showcase

October 19-20, 2009
Glacier Canyon Lodge
Wisconsin Dells, Wisconsin



Quality & Safety Improvement Project Showcase]

The 2009 Wisconsin Quality & Safety Forum is scheduled October 19-20, 2009, at the Glacier Canyon Lodge, which is part of the Wilderness Resort, in Wisconsin Dells, Wisconsin.

The 2009 Forum will combine education with a showcase of projects focused on current quality improvement and/or patient safety initiatives. Additionally, submitting organizations have the option to request that their project be considered for a breakout presentation at the 2009 Forum. Both of these activities give attendees the opportunity to learn from one another and promote current successful initiatives.

Application Deadline]

All application materials must reach the Wisconsin Hospital Association no later than July 1, 2009.

Eligible Project Submissions]

Quality and safety improvement initiatives in Wisconsin to date have included developing organization-wide quality cultures, implementing specific programs to improve systems and processes that decrease errors, and adapting techniques and tools to identify areas for continued improvement. Anyone with a stake in health care quality & patient safety is encouraged to submit a project that focuses on improving quality and safety throughout health care, including:

- Health care provider organizations (hospitals, clinics, nursing homes, home care agencies, and others)
- Patient safety improvement teams
- Individual health professionals
- Health services researchers and educators
- Consumer advocates
- Public and private purchasers and payors

Projects submitted to WHA in the past are not eligible for submission; however, these organizations may submit a new phase of a project or a different project for consideration in 2009.

Selection Process]

A team of reviewers will evaluate submissions and select which will be included in the showcase and which of those asking to be considered as a breakout presentation will be included as presenters on the Forum's education agenda. The team reserves the right to determine evaluation criteria.

The deadline for receipt of submissions is Wednesday, July 1, 2009. All accepted showcase and breakout session presenters will be notified by late July.

Criteria for Selection

- Project demonstrates a successful quality or safety initiative
- Project/initiative is replicable - it could be adopted or adapted to improve safety or quality in other situations

Poster Display Logistics]

Each group submitting a project is welcome to create a poster display to include as part of the 2009 Wisconsin Quality & Safety Forum's project showcase.

Forum Location: Glacier Canyon Lodge, Wisconsin Dells, Wisconsin
Forum Dates: October 19-20, 2009
Display set-up time: October 19, 11 am to 12 pm
Display breakdown time: October 20, after 1:30 pm
Display space:

- Poster display must fit within a four (4) foot space, using one-half of an eight-foot table.
- **Poster display must stand on its own or submitting organization must provide its own easel.**
- **Requests for wall space will be taken, but are NOT guaranteed.**

A representative should plan to be with his/her poster display during designated viewing times to answer questions, share lessons learned, and discuss the improvement project with Forum attendees. Organizations will be notified of those times in late July, when accepted presenters are contacted.

How to Submit a Project for Consideration]

Showcase project submissions for 2009 will ONLY be accepted via completion of the online submission form at www.wha.org/QSFshowcase.

The online submission form will ask for the following things:

- Contact information for submitting organization
- Abstract – a 100-word summary of the project and its results
- Project description
 - Brief overall description of the project
 - Address why the project was undertaken – what need, question or concern did you seek to address?
 - Address your methods/how you affected change
- Project results
 - Brief description of how this project improved quality or safety
 - Address what others can learn from your project
 - Address what questions or concerns remain
 - Identify individuals, committees, etc. that helped make this project successful

Both the project description and results text can be copied from a Microsoft Word document and pasted into the respective submission form text box. The online submission form will also accept supporting materials as attachments, but the project description and project results text boxes must be completed as well.

These materials will be included, as submitted, on the Quality & Safety Forum Web site.

For questions regarding the online submission form, contact Brian Competente at bcompetente@wha.org or call 608-274-1820. DO NOT send submissions via email directly to Brian Competente or to WHA.

One Complimentary Registration Fee Included for Accepted Project Submissions]

Each organization that submits one or more accepted projects will be granted one (1) complimentary registration to the 2009 Forum. Additional attendees from each organization are responsible for their own registration fees. Please note: this complimentary registration is limited to one per organization, not one per accepted poster display. Additional registrations may be made when materials become available in August 2009, for an additional fee.

Expenses]

Each organization is responsible for Forum registration fees (beyond the one complimentary registration), travel, and hotel expenses associated with participating in the 2009 Forum.

Representatives will be responsible for creating any handouts detailing their improvement projects.

Wisconsin Medical Journal Peer Review Manuscript Submission]

For those involved in research projects, you are also encouraged to consider submitting a manuscript for peer review, to be considered for publication in a future issue of the *Wisconsin Medical Journal*. To view "Instructions to Authors," visit the Wisconsin Medical Society Web site at www.wisconsinmedicalsociety.org.

Responsibility for Material Content]

The content presented and securing of permission to use and reproduce any copyrighted materials are the responsibility of the presenter or his/her organization.

No Endorsement]

Selection of poster submissions to participate in the Forum may not be used by the presenter or organization to express or imply endorsement by the Forum's sponsors.

For Further Information]

For further information on poster displays at the 2009 Wisconsin Quality & Safety Forum, please contact Brian Competente at 608-274-1820 or by email at bcompetente@wha.org.



PO Box 259038, Madison, WI 53725-9038
608-274-1820 / Fax 608-274-8554 / www.wha.org