



Vermont Hospital Quality Directors Network Charter

March 12, 2021

Statement of Work

Aim:

To improve the quality of health care outcomes in Vermont by providing Vermont Hospital Quality Directors with peer review protected networking opportunities to foster peer-to-peer learning, and sharing of best practice, resources, and tools.

Goals:

- To provide data and comparative performance information that identifies opportunities for improvement.
- Facilitate discussion of barriers and challenges to foster exchange of ideas and resources, share successes broadly, and learn from other experiences.
- To include the voices of Subject Matter Experts (SMEs), state and community partners, and examples of successful implementation to support the sharing of best practice and knowledge across the state.

Approach/Work Product:

- Coordinate quarterly Vermont Hospital Quality Director Network meetings.
- Provide data and comparative performance information that identifies opportunities for improvement.
- Monitor and present analyses of Vermont health care quality indicators.
- VPQHC will maintain a password protected portal on the VPQHC website for the sharing of comparative data, hospital policies, procedures, and tools.
- Facilitate discussion of barriers and challenges to foster exchange of ideas and resources, share successes broadly, and learn from other experiences.
- VPQHC will distribute satisfaction surveys to request feedback and gather suggestions for future topics.
- Networking time will be included on each agenda.
- Maintain updated contact list of Vermont Quality Directors to support network and peer-to-peer learning
- Include the voices of subject matter experts, state and community partners, and examples of successful implementation to support the sharing of best practice and knowledge across the state.
- Invite state and community partners to present to the group in order to support increased communication across the state.

Project Implementation Process:

- Coordinate quarterly Quality Directors Network Meetings.
- Send out agenda prior to the event.



- All meeting documentation will be uploaded to the password-protected portal.

VPQHC will provide project management, to include:

- Development and coordination, including approval, of charter
- Drafting of summary reports and other written materials
- Review and compilation of relevant data and dashboard accountability tracking
- Scheduling/hosting all workgroup meetings
- Agenda content development, distribution, implementation, and minute-taking for all workgroup meetings.
- Monitor Vermont healthcare quality indicators, and present analyses at Quality Directors Network meetings
- Maintain password protected portal on VPQHC website for the sharing of comparative data, hospital policies, procedures, tools and other resources
- Maintain updated contact list of Vermont Quality Directors to support network and peer-to-peer learning

Network member responsibilities include:

- Review and contribute feedback and input to the development of the charter, implementation work plans and other foundational documents
- Ongoing discussion and contributions to the development and dissemination of clinical and emerging best practice across the continuum of care, and meeting agenda development
- Identify issues and remove barriers while working collaboratively and effectively to advance this work.
- Stay informed of workgroup efforts, contribute to planning, identify obstacles and partner to resolve identified issues.

Project History:

VPQHC has been hosting Vermont Hospital Quality Directors Network meetings since 2012. At these meetings, we have addressed topics that are relevant to hospital Quality Directors, including, but not limited to: state and regional grant opportunities, patient safety, SQSS, infection prevention, reporting requirements, healthcare quality data analytics, survey and certification requirements, as well as state, regional, and national hospital quality improvement promising and best practices. VPQHC has historically offered CEU credits for content presented at QD meetings that meet the NAHQ content standards. Agenda contents are submitted to NAHQ for review and approval. Offering CEUs credits provides a value-add for Certified Professionals in Healthcare Quality (CPHQ) members, who are required to submit 30 CEUs every two years as part of the recertification process. This process supports quality professionals in Vermont hospitals to maintain high quality standards, continuous learning, and the broad dissemination of best practices to improve health care outcomes for all Vermonters.