

Letter of Agreement

This Letter of Agreement confirms our commitment to participate in the National Nursing Home Quality Care Collaborative through local Learning and Action Network (LAN) meetings presented by Qualis Health.

Qualis Health will convene nursing homes across the state, encourage peer collaboration, and instill methods to promote Quality Assurance and Performance Improvement (QAPI) principles—with the goals of 1) eliminating healthcare-acquired conditions, including reduction of Clostridium Difficile Infections, 2) improving resident mobility, and 3) dramatically improving staff and resident satisfaction in nursing homes through improved communication, teamwork, and person-centered care. This collaborative starts April 1, 2017 and runs for 18 months through September 30, 2018.

Our facility agrees to:

- Form an interdisciplinary team (ideally consisting of at least four members, some of which should be frontline staff)
- Include a resident and/or family member on the team for at least one quality improvement project
- Actively participate in regional peer-to-peer forums, teleconferences, and webinars
- Develop relationships with other forward-thinking nursing homes in our region
- During the action periods following each learning session, assess current practices, use data to identify opportunities for improvement, test improvement ideas, implement effective changes, and use data to track progress
- Share data, best practices, and lessons learned to support the “all-teach, all-learn” model
- Submit select project-related data to Qualis Health and CMS
- Share your success stories with Qualis Health, your peers, and interested members of the public
- Receive local and/or national recognition as a participant and an early adopter of ideas that lead to improved nursing home operations and resident quality of life
- Support development of strategies for overall quality within our organization, by working to:
 - Improve infection control and antimicrobial stewardship practices
 - Improve resident mobility
 - Enhance teamwork and communication
 - Utilize a data-driven and pro-active approach to quality improvement
 - Identify opportunities for improvement
- Address system gaps through planned interventions

We understand that Qualis Health agrees to:

- Facilitate LAN meetings, teleconferences, and webinars; solicit feedback from participants
- Facilitate peer-to-peer communication in order to identify common challenges and generate ideas for problem-solving
- Provide no-cost training and coaching designed to:
 - Enhance teamwork and communication using the Agency for Healthcare Research and Quality (AHRQ) Team STEPPS curriculum
 - Improve infection control and antimicrobial stewardship practices through the CDC’s Core Elements of Antimicrobial Stewardship in Long Term Care
 - Build systems to enhance resident mobility programs
 - Enhance quality improvement methodologies for assessing clinical and business systems and strengthen QAPI
 - Implement evidence-based best practices and tools with proactive, data-driven, sustainable interventions
 - Improve customer satisfaction
- Measure facilities’ improvement using data already collected through the Minimum Data Set
- Maintain the confidentiality of data and other information in accordance with Medicare regulations.

Confidentiality:

To protect confidentiality of data each party will be bound by §1160 of the Social Security Act, Federal Regulations at 42CFR 480, the Health Insurance and Portability Act, (HIPAA) at 45CFR 164, and any additional confidentiality requirements of CMS. No party will release, disclose, or publish information or reports received as a result of being a party to this project in a manner inconsistent with federal, state, and local laws and regulations.

Qualis Health will adhere to the ‘Qualis Health Confidentiality and Security of Information Policy’ and the ‘Medicare Protocol for the Confidentiality and Release of Information and Documents’ that govern the handling of confidential and business-sensitive information. Copies of these documents are available upon request.

By signing below, we consent that we understand and agree to the expectations for our facility as a participant in the National Nursing Home Quality Care Collaborative through a Qualis Health Learning and Action Network, and that we understand the expectations of Qualis Health as the initiative sponsor. In addition, by signing below, we agree that our identity as a participant in the project may be released to others including the media.

Facility: _____

Address: _____

City: _____ State: _____ ZIP: _____

Certified CMS number: _____

Team contact

Name and title: _____

Phone number: _____ Email: _____

Names and titles of other team members:

_____ Executive Signature	[signature on file] _____ Signature Evan Stults Interim Vice President, Quality and Safety Initiatives Qualis Health
_____ Name (please print)	
_____ Title	
_____ Organization	_____ Today's date

Instructions:

Return the signed agreement to Qualis Health via fax, email, or standard mail.

Idaho nursing homes:

Qualis Health

Attn: Traci Treasure, MS, CPHQ, LNHA

Fax: 208-343-4705

Scan then email: tracit@qualishealth.org

Mail:

PO Box 1557

Boise, ID 83712

Washington nursing homes:

Qualis Health

Attn: Aimee Ford, MS RN

Fax: 206-366-3370

Scan then email: aimeef@qualishealth.org

Mail:

PO Box 30400

Seattle, WA 98133