

# Clinical Mentor Companion Guide to Resident Quality Improvement Projects

Module	What students will learn	Topics to discuss with your mentee	Resources
<b>Fundamentals of Improvement Science</b>	<ul style="list-style-type: none"> <li>• Successful measurements of improvement</li> <li>• Different types of systems waste and how to identify them</li> <li>• Mapping processes</li> <li>• Cause &amp; effect</li> </ul>	<ul style="list-style-type: none"> <li>• How did you define your problem?</li> <li>• What types of waste did you find in the process?</li> <li>• How did you find the root cause of your problem?</li> <li>• What have you started to fill out your A3?</li> </ul>	<ul style="list-style-type: none"> <li>• Problem Assessment Form</li> <li>• Waste Walk Check-sheet</li> <li>• Project Design &amp; Evaluation Guide</li> <li>• RCA Worksheet</li> <li>• A3 Form</li> <li>• IHI 5 Whys Form</li> <li>• PICK Chart</li> <li>• PDSA Form &amp; Summary</li> </ul>
<b>Human Subjects &amp; IRB</b>	<ul style="list-style-type: none"> <li>• The Maine Medical Center IRB process</li> <li>• Differences in research and quality improvement, and which must be brought through the IRB</li> <li>• About human subjects</li> <li>• SQUIRE guidelines</li> </ul>	<ul style="list-style-type: none"> <li>• Explain why or why not you need to go through the IRB?</li> <li>• What are human subjects?</li> </ul>	<ul style="list-style-type: none"> <li>• Step-by-step IRB Submission Guide</li> <li>• SQUIRE 2.0 Guidelines &amp; Checklist</li> </ul>
<b>Project Planning &amp; Applications</b>	<ul style="list-style-type: none"> <li>• Development of an appropriate project</li> <li>• Project mapping, goal creation, and problem statements</li> <li>• Identification of project scope and benefit</li> <li>• Tools to drive questions and results</li> <li>• Tools to evaluate the project and finalize the plan</li> </ul>	<ul style="list-style-type: none"> <li>• Tell me your rationalization for the project you want to do – including impact, time, and effort.</li> <li>• What is the scope of your project, and what do you expect the benefit to be?</li> <li>• What types of data will you collect? Both at baseline and throughout?</li> </ul>	<ul style="list-style-type: none"> <li>• Project Ideas Form</li> <li>• Prioritization Rationale Form</li> <li>• Time &amp; Effort Required Form</li> <li>• Impact versus Effort Table</li> <li>• Process Map Form</li> <li>• Goal Statement Form</li> <li>• Project Benefit &amp; Scope Forms</li> <li>• Data Summary &amp; Expectations Form</li> <li>• Final Project Selection Form</li> <li>• IHI “5 WHYS” Form</li> <li>• IHI Cause &amp; Effect Diagram</li> <li>• IHI Driver Diagram</li> <li>• IHI Project Planning Form</li> </ul>

# Clinical Mentor Companion Guide to Resident Quality Improvement Projects

<b>Measuring, Analyzing, &amp; Displaying Data</b>	<ul style="list-style-type: none"> <li>• Plan, do, study, act (PDSA) progression</li> <li>• Data analysis</li> <li>• Different ways to present the data</li> <li>• Outcomes comparison</li> <li>• Data collection tools (including Epic and Enterprise)</li> <li>• Appropriate data display types</li> <li>• Abstract development</li> </ul>	<ul style="list-style-type: none"> <li>• What are you going to change first, and how will you track it?</li> <li>• How are you going to display this data?</li> <li>• How is the process for building your abstract?</li> </ul>	<ul style="list-style-type: none"> <li>• IHI PDSA Worksheet</li> <li>• Plan, Do, Study Form</li> <li>• Act Form</li> <li>• IHI Quality Improvement Essentials Toolkit (including different types of charts)</li> <li>• Data Display Rationale Form</li> <li>• Abstract Template Form</li> <li>• Presentation Template Form</li> </ul>
<b>Scale, Spread &amp; Sustainability</b>	<ul style="list-style-type: none"> <li>• Measures to collect, collections methods, and data display</li> <li>• Outcomes sustainability</li> <li>• Methodology to expand results</li> </ul>	<ul style="list-style-type: none"> <li>• What is your plan to make sure that your change remains?</li> <li>• How do you scale this project? How can it grow?</li> </ul>	<ul style="list-style-type: none"> <li>• Measure, Collect &amp; Display Data Form</li> <li>• Control Phase – Sustainability Plan Form</li> <li>• IHI “A Framework For Spread”</li> <li>• IHI “Planning For Scale”</li> </ul>
<b>Academic Dissemination</b>	<ul style="list-style-type: none"> <li>• Best practices on how to share results, both in writing and poster development</li> </ul>	<ul style="list-style-type: none"> <li>• Which conferences/journals will you submit your work to?</li> <li>• How will your A3 impact your presentation?</li> </ul>	<ul style="list-style-type: none"> <li>• SQUIRE 2.0 Guidelines &amp; Checklist</li> <li>• 4 X 6 Poster Template</li> <li>• QR Poster Template</li> <li>• A3 Template</li> <li>• Powerpoint Presentation Template</li> </ul>
<b>Reducing Healthcare Disparities</b>	<ul style="list-style-type: none"> <li>• Differences between population health, population health management, and public health</li> <li>• The three buckets of prevention</li> <li>• Definition of social determinants of healthy, health disparities, and healthy equity</li> <li>• Relevance of social determinants of health to health outcomes</li> <li>• Comparison and interpretation of metrics for counties in Maine</li> </ul>	<ul style="list-style-type: none"> <li>• How does your problem impact vulnerable populations?</li> <li>• How might you address healthcare disparities in your project?</li> <li>• Who are the stakeholders who may be able to help you?</li> <li>• How might your project align with some of the community needs?</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder Identification Form (Population Health Form)</li> <li>• Social Determinant Identification Form</li> <li>• Identifying Population Data Form</li> <li>• Identifying Community Needs Form</li> </ul>