**Upload to** [**https://www.mcgill.ca/deptmedicine/quality-innovation**](https://www.mcgill.ca/deptmedicine/quality-innovation) **or email to: dom.adminassistant@mcgill.ca**

**Application for Support for Quality Improvement Studies for Contract Academic Staff (CAS) Members of the McGill University Health Centre; Jewish General Hospital; and Saint Mary’s Hospital**

**Department of Medicine**

# Quality Improvement and Patient Safety

The Department of Medicine is committed to supporting quality improvement and patient safety research among clinical (CAS) faculty. Funding will be provided by working with the Research Institutes and Hospital Foundations to provide operating funds (available across all sites) and stipend (salary) support (available at the MUHC only). To be eligible for salary support at the MUHC, such faculty must commit at least 0.1FTE of their time to quality improvement initiatives. Applicants who already receive salary support from the Department of Medicine for research are not eligible for additional salary support (e.g., FRQS track) but may apply for operating funds. In case of any doubt, please contact dom.adminassistant@mcgill.ca for more information.

The duration of the funding is for 12 months, renewable once as a no cost extension, conditional on receiving a satisfactory progress report. Support is given based on the presence of adequate training, evidence of academic productivity and a high-quality study proposal. Projects selected for funding will ideally prioritize cross-site collaborations. The Department expects that the department members who have been supported will disseminate their findings through presentations and publications. All projects selected for funding will be expected to present their results at the Department of Medicine High Value Medical Care conference.

Applications will be reviewed by the Department of Medicine Quality Improvement Scholarly Initiatives Committee. Funds will be awarded on a competitive basis, based on availability. Applicants should complete the attached form. Use single spacing, 12-point font and 1-inch margins. The proposal must then be submitted electronically to the office of the Chair of Medicine c/o dom.adminassistant@mcgill.ca.

The following awards are currently available:

MUHC: 3 awards (maximum $20000 operating funds) and 2 awards ($20000 salary stipend) (In your budget, if eligible, please mention if you are applying for operating funds alone or operating funds as well as salary support).

SMH: 1 award (maximum $20000 operating funds)

JGH: 1 award (maximum $20000 operating funds)

Deadline for submission is **August 21st, 2023 11:59pm EST**

Application length: 5 pages maximum (not including title page, references and cv; appendices may not be reviewed in detail; please include the most important information in the body of the proposal.

**PROJECT TITLE:**

**APPLICANT INFORMATION:**

**Date:**

**Name: Division:**

**Email:**

**SECTION I – Background/rationale (~1 page)**

**Please provide background and rationale for the quality improvement initiative. Include your main hypothesis statement.**

**SECTION II – Methods (~3/4 page)**

**Describe the nature of the intervention, the population to be studied, and the quality improvement methodology to be employed. Demonstrate how you will capture the impact of the intervention. Describe any counter-balancing measures or methods used to capture unintentional harm.**

QI methods may include: before-and-after studies, run charts, plan-do-study-act, incremental change models etc…

You may find the following modules helpful in describing how you will measure the impact of your program: <http://www.ihi.org/resources/Pages/Tools/Quality-Improvement-Essentials-Toolkit.aspx>

## SECTION III – Expected results/outcomes and expected benefits to patient care. Include a justification for the innovative nature of the project. (~1 page)

**SECTION IV – GANNT Chart of project timeline (~1/4 page).**

**\*Recall that funding is for a max of 12-months; option for renewal x 1year with a satisfactory progress report.**

**SECTION V- TEAM COMPOSITION (~1 page). Describe any relevant training and experience of the principal investigator.**

**Highlight relevant supporting grants or publications. Describe the role of other team members if applicable. If this is a cross-site collaboration describe how the sites will work together to ensure the success of the project.**

## SECTION VI – Detailed Budget with Justifications (~1 page). Provide a line-item list of budget items with justification. For applicants who are also requesting a salary stipend (MUHC only) please provide a short explanation of how you plan to protect your time to adequately complete the QI project.

NB: Travel: maximum of $1500 allowable; for open access publication: maximum $2500 allowable.

Example of items to include in the budget: salaries/benefits for research personnel; professional/technical services; equipment; knowledge translation; materials and supplies; other.

\*\*\*MUHC applicants who are also applying for salary support should describe their proposed time commitment (hours per week) and measures to protect this time. Applicants who already receive salary support from the Department of Medicine for research are not eligible for additional salary support (e.g., FRQS track) but may apply for operating funds.

**Please attach an updated brief CV (maximum 5-pages); NIH 5-page biosketch CV also accepted**