Antimicrobial Stewardship in Long-Term Care Facilities Kick-Off Summit
TAKE HOME ACTIVITY

A webinar will be scheduled in October to discuss these topics further, including this activity. In November we will meet again, and a first draft of your project management plan will be expected.

Based on what you have learned during our kick-off meeting, identify a priority issue in your facility and develop a project implementation/management plan. Use the following tool as a guide. You can also consult the recommended resources at the end of this tool.

1. **Problem Statement:** What is the problem?
   For example: As part of the root cause analysis for high UTI rates at your facility, you realize that urine samples are often collected but frequently left in the resident's room for > 24 hours before being sent to the lab for work-up including culture. This could be falsely elevating the numbers of positive urine cultures and UTI diagnoses at your facility. Your data suggest that <50% of samples for urine culture were sent to the lab or refrigerated within 2 hours of sample collection.

2. *Aim Statement:* Your goal should be SMART (Specific, Measurable, Achievable, Relevant and Time bound).
   For example: Increase the proportion of urine samples collected for culture that are transported to the lab or refrigerated within 2 hours of collection, to > 90%, by December 31, 2018

3. **Project Metrics**
   a. **Primary metric:** Measures the goal of the intervention at baseline and the end of the project. If appropriate, your primary metric may also be a process measure instead of your primary outcome.
      For example: Monthly proportion of urine culture samples transported to the lab or refrigerated within 2 hours of collection

   b. **Secondary metric:** Measures welcome side effects of the project

      For example: *Monthly proportion of residents diagnosed with UTI (Number of residents with diagnosed UTI/ number of total residents)*

   c. **Consequential metric (Balance metric) (optional):** Measures unwelcome side effects

      For example: Perceived staff dissatisfaction during the same time period

   d. **Financial metric (optional) :** Measures progress to financial outcomes

4. **Project Timetable:**

A project has several essential phases or stages. Make sure to assign priorities to each task. Additionally, you can classify your tasks as either short or long-term.

Project Phase	Start Date	End Date
Initiation: Project development and approval		
Planning: Specific tasks and processes defined *For example:* *-Perform staff focus groups to understand the reasons behind the delayed transport* *-Develop a new urine sample transport protocol* *-…*		
Implementation: Project carried out		
Monitoring: Project monitoring		
Closing: Project final report		

5. **Project Team and Responsibilities**

Title	Role	Person Assigned
Project manager	*-Manage day-to-day activities* *-Monitoring and sharing progress toward meeting goals with staff*	

6. **Project Barriers**

Potential Barrier	What can be done to ameliorate barrier?
Staff push back on process changes	*Educate staff members on the reasons behind the changes: share implications of bacterial growth and overdiagnosis of UTI for patient*

7. **Project Interventions**

Intervention	Intervention Metric (Process Metrics)
Reminder or label on the collection container	*see above*

Helpful resources:

Quality Improvements Organizations. Lake Superior Quality Innovation Network. QAPI Written Plan, How to Guide. November 2016. https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/QAPI/Downloads/QAPI-Plan-How-to-Guide.pdf

Centers for Medicare and Medical Services. QAPI resources. https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/QAPI/qapiresources.html

Institute for Healthcare Improvement. http://www.ihi.org/