





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/