

PATIENT SAFETY LEADERSHIP FELLOWSHIP

2009-2010 application



American Hospital
Association



National Patient Safety Foundation®

Are your investments in **PATIENT SAFETY**
yielding lasting **RESULTS?** **HELP** your
organization **RAISE THE BAR.**



“ *The Fellowship has provided me with the resources to truly lead my organization through this new and somewhat uncharted territory... always knowing that my Fellow colleagues and the incredible faculty will be my expert partners for a long time to come. Without a doubt the program has confirmed for me that I am making a difference in a very big way and that the patient safety leadership “journey” has really only just begun!* ”



Janet Smith

Director, Performance Improvement
Medical Affairs & Quality
Sisters of Charity Health System
St. Mary's Regional Medical Center
Lewiston, Maine

PATIENT SAFETY

For many health organizations, PATIENT SAFETY is a mission critical priority. Too often, however, good ideas lack attention from the highest levels of leadership or a clear process to propel change forward in a systematic way. Enhancing patient safety in health care requires significant commitment, collaboration, and communication across many different layers of the health care continuum. It also requires an engaged workforce and proactive leaders who understand the complexity in health care and inherent challenges of improvement work. Whether your goal is piloting a new reporting system, improving teamwork and communication in the emergency department, or implementing protocols to reduce preventable infections—creating a culture of safety is vital to saving lives and ensuring accountability to patients and families.

The Patient Safety Leadership Fellowship is a yearlong intensive learning experience dedicated to preparing the next generation of health care leaders. This program uses a dynamic, highly participatory, and structured learning community to develop leadership competencies and advance patient safety science in health care. Fellows are exposed to a broad array of tools, strategies, and methodologies in the field of safety and quality improvement. Fellows will return to their organizations with the skills, models, and leadership capabilities needed to champion improvement projects, build allies and partners, translate lessons from the field, set measurable goals, and establish long-term strategic planning for safety in their organizations.

Applications are now being accepted for the 2009-2010 Patient Safety Leadership Fellowship. Take this opportunity to apply now or nominate colleagues before the deadline: **February 20, 2009**
Learn more at www.hretfellowships.org.

how does the patient safety leadership fellowship work?

The Fellowship involves self-study modules and brings participants together through:

- Executive Leadership Retreats – Three weeklong gatherings during the course of the program.
- Virtual Learning Community – Year-Round communication with other fellows and expert faculty.

Organizations can send individuals or teams to participate in the Patient Safety Leadership Fellowship. Sending a team of leaders to participate in the Fellowship is the most effective way to integrate and sustain the work of Fellows within your organization. Hundreds of Fellows have participated in teams, making their learning process rewarding and more transferable across the organization.

“ *It was an amazing experience to learn from the industry leaders and researchers. I met a lifetime of professional colleagues, from hospitals of all sizes, who are equally dedicated to making a significant improvement in patient safety.* ”

Barbara Pelletreau, RN, MPH

Vice President, Patient Safety & Clinical Risk Management
Catholic Healthcare West
San Francisco, California

what do fellows and their organizations gain?

Fellows are change agents within their organizations. An investment in the Patient Safety Leadership Fellowship produces significant returns for both individuals and organizations. Through the Fellowship, hospitals and other health care organizations gain:

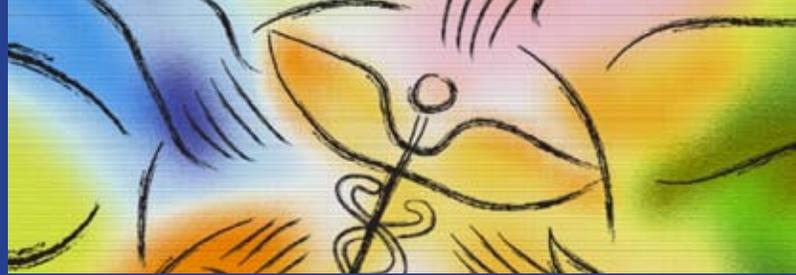
- Operational and clinical improvements driven by Fellows' action learning projects
- Fundamental tools on how to build a culture of safety and bridge silos between physicians, frontline staff, board

and senior administrative leaders

- Personalized project assessment and coaching by national recognized faculty and peers
- Staff capable of facilitating, teaching, and sustaining organizational change processes
- Premier access to resources, new research, and a virtual learning network of over 800 alumni
- Savings in time and money due to faster project implementation, more effective results, and less reliance on external consultants

key dates

february 20, 2009	APPLICATIONS DUE
april 2009.....	FELLOWS SELECTED
may 2009.....	FELLOWS RECEIVE ORIENTATION MATERIALS
june 2009.....	FELLOWS PRE-WORK & PROJECT SCOPING
july 20-25, 2009.....	FELLOWS MEET FOR THE FIRST TIME (San Francisco, CA at the AHA/Health Forum Annual Leadership Summit)
october 2009.....	LEADERSHIP RETREAT (dates/location TBA)
may 2010.....	FINAL MEETING (in conjunction with the annual National Patient Safety Congress)



who becomes a fellow?

The Fellows are a diverse group of motivated health care leaders working in some capacity with safety, quality, performance improvement, and risk. They include executive officers, medical officers, nurse executives, risk officers, physicians, nurse managers, infection control practitioners, pharmacy leaders, performance improvement leaders, and other health care professionals.

selection criteria

- Prior training and experience and/or demonstrated interest in working to develop and implement patient safety and quality initiatives.
- An Action Learning Project proposal that uses a collaborative problem-solving approach for integrating patient safety and quality initiatives at the applicant's organization.
- Preference is given to teams of Fellows from the same organization.
- References from two peers with personal knowledge of an applicant's leadership abilities and knowledge of patient safety science.
- Letter of support from the senior leadership or board of the applicant's organization, which authorizes release time for the Fellowship, provides support for tuition and travel expenses, and demonstrates organizational support.

time commitment

Participants must invest the time and energy needed to complete all aspects of the Fellowship program, including implementing the Action Learning Project, attending all required meetings, submitting mid year and final progress reports, and participating in scheduled on-line meetings. Up to 20 percent annual release time from the Fellow's employer is recommended to satisfy the program requirements.

tuition and costs

Tuition includes all course materials and on site meeting fees, including registration at two national conferences (Travel and hotel not included). Tuition is due upon acceptance into the program. Fellows may also apply for partial scholarship assistance.

Individual Fellow	\$18,000 per Fellow
Team of Fellows (2 or more)*	\$16,000 per Fellow
Team of Fellows (4 or more)	\$12,500 per Fellow

financial assistance

Financial assistance and discounts may be available. Attach a brief letter to your completed application explaining your need for financial assistance and the amount requested. Requests must be submitted in writing by February 20, 2009.

National Patient Safety Foundation Leadership Fellowship Scholarship (NEW!)

The mission of the National Patient Safety Foundation (NPSF) is to improve the safety of patients. NPSF will provide up to two partial scholarships to prospective candidates from organizations with financial needs who demonstrate a strong commitment for improving safety. For more information about scholarship criteria, visit www.hretfellowships.org or www.npsf.org.

* While individuals are encouraged to apply, preference will be given to teams. Teams must submit one Action Learning Project proposal.

what do fellows learn?

The course work includes four self-study modules, webinars, and three face-to-face meetings, designed to support each Fellow's Action Learning Project. Areas of study include:

- **The Business Case for Creating Cultures of Safety:**

Understanding the relationship of safety to quality, cost, and governance, benchmark with aviation and other high-risk industries. Make recommendations as to how to approach potential supports for creating cultures of safety. Explore how to measure both the clinical and organizational value that can contribute to making the business case.

- **Reliable Design & Practice:**

Understand how reliable design can help to mitigate human factors related defects. Examine how hazards and at-risk behavior can lead to injury and harm, and why policy change and education alone will not improve reliability of care. Learn how to redesign non-catastrophic practices using a 3-step process that will help improve reliability in practice.

- **Leadership, Facilitation, & Complexity:**

Build techniques and other skill sets for innovation and adaptation necessary for advancing patient safety in a multidisciplinary environment. Build confidence in applying systems thinking to patient safety initiatives and learn how to discern simple, complicated, and complex challenges to your work.

- **The Path to a Culture of Safety:**

Learn some of the underlying factors that impede health care from moving forward towards a culture of high reliability. Explore diverse subcultures within the layers

of a health care system and the tensions that exist within and between them. Reflect upon your own personal mastery and the effectiveness of your teams and organization.

what is the action learning project?

To apply, potential Fellows must propose an Action Learning Project, a quality improvement initiative within the Fellow's organization that becomes the heart of the Fellowship experience. Each Action Learning Project focuses on advancing health care quality and outcomes and is designed to create more cost effective models of care delivery.

Each project focuses on advancing patient safety and health outcomes, and is designed to create more cost-effective models of health delivery in each Fellow's organization or community. Thus, the Action Learning Projects are tied directly to each Fellow's professional and personal priorities. Fellows must provide a mid-year and final report to their organization's executives and/or boards, in addition to their learning community of Fellows.

APPLY TODAY! Complete the attached application, or visit www.hretfellowships.org for more information.

2009–2010 application

Thank you for your interest in applying for the Patient Safety Leadership Fellowship. This form allows you to enter your information electronically, save it, and email the PDF with the rest of your application. This application is also available at www.hretfellowships.org. If you need assistance, please call the Fellowship department at (312) 422-2610.

Information contained in your application will be used in a directory about individuals chosen for the 2009-2010 Patient Safety Leadership Fellowship. For this reason, please send or email a portrait photo of yourself (3" x 5") with your completed application (photos should be a head shot facing forward). Please email or send photos in a jpeg file format, at least 300 dpi.

Please submit all materials and two copies of your application (and a copy on computer disk or via email) by February 20, 2009 to:

Fellowship Programs
One North Franklin Street
Suite 2800
Chicago, Illinois 60606
fellowships@aha.org



APPLICANT INFORMATION

Full Name	<input type="text"/>	Informal Name	<input type="text"/>	
Title or Current Position	<input type="text"/>			
Name of Your Organization	<input type="text"/>			
Assistant's Name	<input type="text"/>	Phone	<input type="text"/>	
Type of Organization:	<input type="checkbox"/> Health System	<input type="checkbox"/> Community Hospital	<input type="checkbox"/> Government Agency <input type="checkbox"/> Other: <input type="text"/>	
Address	<input type="text"/>			
City	<input type="text"/>	State	<input type="text"/>	
	Zip	<input type="text"/>	Country	<input type="text"/>
Phone	<input type="text"/>	Fax	<input type="text"/>	
E-mail	<input type="text"/>			

PERSONAL DATA

Spouse/Partner	<input type="text"/>			
Children's Names & Ages	<input type="text"/>			
Home Address	<input type="text"/>	Phone	<input type="text"/>	
City	<input type="text"/>	State	<input type="text"/>	
	Zip	<input type="text"/>	Country	<input type="text"/>

Hobbies

Shirt Size (Men's Sizes)

S

M

L

XL

XXL

Briefly describe your race or ethnic background.

COMPUTER LITERACY

At what level of personal computer expertise do you consider yourself?

No Experience

Beginner

Intermediate

Advanced

I access the internet from

Work

Home

Other:

RESUME OR CURRICULUM VITAE

Please submit a current resume or curriculum vitae.

ESSAY QUESTIONS

Please submit short essays in response to the following: (one page or less for each essay)

1. What is your vision for a safe and healthy organization? How does this vision fit with your personal and professional goals?
2. What do you consider to be your most significant contributions to improving patient safety?
3. We are asking Fellows to be change agents. What will you do in the year ahead to advance the culture of patient safety and improve quality of care within your organization?

(Each team member must submit individual responses to essay questions.)

ACTION LEARNING PROJECT (three to four pages)

The primary focus of the Patient Safety Leadership Fellowship is an Action Learning Project that advances the health of your community and develops your leadership potential. Your proposal should explain the patient safety issues you are interested in exploring and address each of the following:

- Project title/location.
- Statement of project objectives.
- A two-paragraph project summary (to be used for publication purposes).
- How your project will advance patient safety and improve health outcomes. How will you measure results?
- The impact of your project on existing patient safety initiatives.

“*The Fellowship provided a rich environment to express my inner passion for improving safety in surgical environments. The academic curriculum was excellent and the new relationships established with other Fellows will last a lifetime.*”

Dana Langness,
RN, BSN, MA

Senior Director, Surgical Services
Regions Hospital
St. Paul, Minnesota

Please note: It is understood that all proposals are works in progress. Selection of an application as a Fellow does not necessarily mean acceptance of the Action Learning Project. It may undergo modification to ensure that it fully meets program objectives and is mutually acceptable.

LETTER OF ORGANIZATIONAL SUPPORT

You are required to submit a one-page letter from the chair, president (or other appropriate executive) of your organization indicating organizational support and commitment (time and resources) for the Action Learning Project and for your participation in the Patient Safety Leadership Fellowship.

LETTER OF REFERENCE GUIDELINES

All potential Fellows are required to submit two letters of reference with their application.

Each of these letters must include the following:

- Fellowship applicant's name
- Reference name, title, organization, address, phone and fax
- Reference signature and date
- Letters of reference should address the following questions:
 1. In what capacity do you know the applicant?
 2. How long have you known the applicant?
 3. Do you believe this individual has the potential to be a change agent for patient safety? If so, why?Please elaborate on your support of the candidate and provide examples if possible.

CANCELLATIONS AND WITHDRAWALS

All cancellations and withdrawals must be submitted in writing. For cancellations or withdrawals received on or before June 1, 2009, tuition will be returned, less a processing fee of 10 percent. For cancellations made after June 1, 2009, and on or before June 30, 2009, tuition will be returned less a processing fee of 25 percent. As of July 1, 2009, no refunds will be made.

Since 2002, nearly 250 Fellows from 165 organizations have participated in the PSLF program. For more information, visit www.hretfellowships.org.

