Clinical Practice Improvement Program for RACP Advanced Trainees (NSW) 2015
A joint initiative of the Clinical Excellence Commission and the Royal Australasian College of Physicians

This is a unique program which will help Advanced Trainees to recognise areas where improvements in the health system are needed and will equip them with new skills to change the system. It will give participants some of the skills required to be future leaders in health.

RACP CEC CPI project titles and testimonials

Past participants have published/presented their Clinical Practice Improvement projects at national and international conferences over the past two years.
The Clinical Excellence Commission

The CPI Program will provide an opportunity for RACP Advanced Trainees and recent FRACP graduates to focus on developing their non-technical skills as well as their medical expertise. Quality and safety is central to all aspects of patient care. This program will you with the skills required to recognise and respond to improvement opportunities. The program aligns with several domains of the RACP Professional Qualities Curriculum including communication, quality and safety, teaching and learning, leadership and management, health advocacy and the broader context of health.

The Clinical Excellence Commission (CEC) was established in 2004. A key role is to improve quality and safety in health services through training and education initiatives. The mission of the CEC is to ‘build confidence in health care in NSW by making it demonstrably better and safer for patients and a more rewarding workplace.’

For the past 10 years the CEC has been committed to providing training for clinicians to improve the quality of care delivered to patients and to improve patient outcomes.

The Royal Australasian College of Physicians

The Royal Australasian College of Physicians (RACP) is responsible for the training and assessment of doctors who have completed their medical degree and an internship at a hospital, and wish to practise as physicians or paediatricians by undergoing further training through the RACP in order to specialise in a certain area of medicine. The RACP oversees their training, including positions in hospitals, written and clinical examinations as well as providing a program of continuing professional development for Fellows of the RACP.

Clinical Practice Improvement Program Objectives

This program will enable clinicians to improve the safety and quality of care to patients through:
- Enhancing the knowledge of clinicians about quality improvement theory
- Improving the ability of clinicians to identify causes of process failures within their clinical teams
- Enhancing clinicians’ personal and professional leadership skills
- Developing interdisciplinary teamwork
- Equipping healthcare facilities with personnel who can apply improvement methodology to effect change, implement evidence based practice and address problems identified during root cause analyses
- Designing effective solutions using plan, do, study, act (PDSA) tests of change
- Awareness of micro-system re-engineering, human factors and reliable design principles
- Foundation in measuring for quality using statistical process control charts
- Spreading and sustaining change and improvement
- Developing Healthcare Leaders

The Clinical Practice Improvement (CPI) methodology provides a framework so that you can undertake a comprehensive diagnostic of the causes of process failures, which lead to inefficiencies and/or patient harm, and design solutions to improve patient care.

Key Principles of the Program

The basic principles of Clinical Practice Improvement include these concepts:
- Health care is a process which can be analysed
- Both the process and the outcomes of clinical work can be measured
- Profound knowledge of the processes of care exist within individuals who work in the system, in particular 'micro-systems'
- Multi-disciplinary teamwork and the design of novel solutions are essential in effecting improvements in health process
• There is the will and leadership to implement change.

Clinical Practice Improvement Program Structure

The RACP CEC, CPI training program runs over a cycle of one year and is supported by an initial 2 day face to face CPI training workshop as well as online modules.

Participants are expected to undertake a local clinical practice improvement project which is related to a clinical service where challenges have been identified. It is the intent of the CEC and the RACP that the outcome and documentation of these projects should be of a publishable standard. It will be the responsibility of the Trainee to ensure that their project meets any and all ethical review requirements.

Each Trainee will have a supervisor, as for all RACP projects, and will also have a co-supervisor with expertise in CPI. Whilst many CPI projects meet RACP project requirements this is not guaranteed and must be considered by individual participants.

Recommendations for CPI Project

It is recommended that Trainees choose a project related to a rotation they will be completing during the program. It would be easier to manage the project if participants are at the same site at the beginning and the end of the project. It is a requirement that the project team is interdisciplinary. Our experience has shown that involving other professional disciplines in the project team has been most effective for project outcomes and trainee satisfaction.

Interested Trainees should submit applications using the form below prior to Friday 13th March 2015. By this time each Trainee will need to have chosen a project idea and discussed it with their intended RACP supervisor. Further project discussion will occur at the face to face workshop to be held on Wednesday and Thursday 1st & 2nd April 2015. Following this workshop, supervisors will be put in contact with co-supervisors / senior clinicians familiar with CPI methodology, who will be willing to provide advice during the project’s duration.

Support materials will be provided to each participant electronically via e-mail as well as online to be accessed alongside several training modules. All participants will be expected to complete the available modules.

Two reviews of the project progress with RACP and CEC representatives will take place during 2015. The first review will be held on Tuesday 25th August 2015, known as a mid-point review, followed by a final review taking place in the last week of March 2016. Trainees will be required to complete and submit their projects prior to Monday 14th March 2015.

Intake for this program is limited. In the event that applications exceed the maximum number of positions within the program, each application will be reviewed and Trainees informed of their acceptance prior to Friday 20th March 2015.

It is recognised that Trainees are likely to have many competing priorities and are extremely busy. For this reason the program delivery will be as flexible as possible. There will be minimal pre-workshop reading to undertake and the clinical improvement project can be tailored to fit within the participants work schedule.

Trainee Selection Criteria

• Registered as an Advanced Trainee with the Royal Australasian College of Physicians or
• Have become a Fellow of the RACP within the past two years
• Trainees must be undertaking a RACP accredited clinical rotation in NSW between April 2015 and March 2016
• Demonstrated commitment to self-directed learning
• Skilled in verbal and written communication to enable implementation of clinical practice Improvement
• Willingness to lead and influence others
• Able to work effectively with the full range of clinicians and managers
• Interest in creating a work environment that supports a learning culture and building the capability and potential of the clinical team
• A desire to use routinely collected data more effectively to improve clinical practice

Expectations

What participants can expect from the RACP
• Contact from the RACP State manager every two months to support participants
• Advice from the RACP in relation to college project requirements

What participants can expect from the CEC
• A two monthly telephone call to support participants and offer advice regarding CPI project team and issues related to the CPI project
• Materials to support them in the form of electronic resources, online modules and templates

What supervisors of participants can expect from the CEC
• Supervisors can expect support in the principles of Clinical Practice Improvement methodology as outlined below
• An introductory webex to outline program requirements within the first month
• Mentoring as required from senior CEC staff

What is expected from participants?
It is expected that Participants will:
• Initiate and maintain contact with their RACP supervisor for the duration of the Program
• Have a central leadership role in driving their local CPI project
• Actively participate in the program activities and use opportunities to learn from daily challenges to maximise “patient centred” outcomes
• Complete mandatory components of the course:
  – Have an idea for a project prior to April 2015
  – Attend a two day CPI face to face training course on 1st & 2nd April 2015
  – Complete all available online modules
  – Submit final project presentation and abstract by February 2016
  – Completion of a short de-identified patient safety questionnaire before and after the course

What are the benefits to participants?
• You will develop a broad understanding of Quality and Safety, areas which are becoming increasingly important in clinical care, clinical relationships and medical management
• You will develop skills which will be of value for future clinical leaders
• The opportunity to publish projects or present your project at national and international conferences as done by a number of past participants

It is possible that this project could fulfil requirements with the RACP for an Advanced Training project. This is examined on a case by case basis and any Trainee who would like this project to serve a dual purpose should contact their RACP Education Officer directly for advice.

Workshop Content
The workshop will be delivered by a range of experts who have worked extensively in the areas of clinical practice improvement in a clinical context.

RACP CPI 2 day workshop program

Wednesday 1st & Thursday 2nd April 2015
RACP, Fairley Room, Level 9, 52 Phillip Street, Sydney
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<thead>
<tr>
<th>Time</th>
<th>Day 1</th>
<th>Day 2</th>
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<tbody>
<tr>
<td>08.30hrs</td>
<td>Registration from 8.30am</td>
<td>08.30hrs START</td>
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<tr>
<td>09.00</td>
<td>START</td>
<td>Recap of day 1</td>
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<tr>
<td>09.30</td>
<td>Welcome to country</td>
<td>09.00 – 10.00</td>
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<td></td>
<td>Introductions and welcome</td>
<td>Measurement for Improvement</td>
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<td></td>
<td>Dr Sarah Dalton</td>
<td>Ms Wendy Jamieson</td>
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<tr>
<td>10.30 – 10.45</td>
<td>Morning Tea</td>
<td>10.15 – 10.30</td>
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<tr>
<td>10.45 – 11.15</td>
<td>Professional Qualities Curriculum</td>
<td>CPI lumbar puncture project</td>
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<td></td>
<td>Dr Sarah Dalton</td>
<td>Dr Jonny Taitz</td>
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<tr>
<td>11.15 – 13.00</td>
<td>Project work</td>
<td>Leadership and the improvement team</td>
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<td>Quality Improvement Methodology</td>
<td>Dr Jonny Taitz</td>
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<td>Deming model</td>
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<td></td>
<td>Ms Cathy Vinters, Dr Sarah Dalton, Ms Linda Rudd, Dr Amanda Walker</td>
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<td>Previous participant project (TBA)</td>
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<td>QI Tools and techniques</td>
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<td>13.00 – 13.30</td>
<td>Lunch</td>
<td>12.45 – 13.15</td>
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<td>13.30 – 14.30</td>
<td>QI tools – group work</td>
<td>Project consultations</td>
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<td>14.30 – 15.30</td>
<td>Ethical considerations of CPI</td>
<td>Ms Cathy Vinters, Dr John Sammut, Dr Amanda Thompson,</td>
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<td>15.00 – 15.15</td>
<td>Afternoon Tea</td>
<td>15.45 – 16.00</td>
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<td>15.15 – 17.00</td>
<td>QI tools group work and group presentation (feedback)</td>
<td>Evaluation</td>
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<td>Close – Next Steps</td>
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**Key Dates – RACP CPI 2015 cohort**

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<tr>
<th>Event</th>
<th>Date</th>
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<tr>
<td>Deadline for Applications</td>
<td>Friday 13th March 2015</td>
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<tr>
<td>Mandatory Two-Day Clinical Practice Improvement Workshop</td>
<td>1st &amp; 2nd April 2015</td>
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<tr>
<td>‘Aim’ statement submitted to CEC</td>
<td>22nd May 2015</td>
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<td>Event</td>
<td>Date</td>
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<tr>
<td>Webex for RACP supervisors of participants</td>
<td>TBA</td>
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<tr>
<td>Projects Begin</td>
<td>Before 4&lt;sup&gt;th&lt;/sup&gt; May 2015</td>
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<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; interdisciplinary CPI team meeting</td>
<td>Before 18&lt;sup&gt;th&lt;/sup&gt; May 2015</td>
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<td>Mid-point review is held some months following workshop</td>
<td>25&lt;sup&gt;th&lt;/sup&gt; August 2015</td>
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<tr>
<td>(participants must attend to present their project to date)</td>
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<tr>
<td>Presentation and abstract submission</td>
<td>TBA February 2016</td>
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<tr>
<td>Final submission of presentation, poster and abstract</td>
<td>TBA March 2016</td>
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Please note: This information is correct at the time of printing, content and timetable may be subject to change.

**Location**
The CPI workshop will be held in Sydney’s CBD at the office of the Royal Australasian College of Physicians, Fairley Room, Level 9, 52 Phillip Street, Sydney.

The mid-point review will be held at the offices of the Clinical Excellence Commission, Meeting Rooms 1 & 2, Level 17, McKell building, Rawson Place, Sydney.

**Program Fees**
The Clinical Excellence Commission will cover the cost of the program. The RACP will cover the cost of venue and material handouts. The clinician and LHD will need to cover costs associated with time release (including backfill), travel and accommodation if required.

For further information regarding the CPI project contact the CEC:

**Cathy Vinters**
Program Leader - Clinical Practice Improvement Training | Clinical Excellence Commission
Level 17, McKell Building 2-24 Rawson Place, 2000
Tel 02 9269 5509 | Fax 02 9269 5599 | cathy.vinters@health.nsw.gov.au

**APPLICATION FORM**

The Clinical Practice Improvement Program is designed for NSW Advanced Trainees of the RACP. To apply please complete and return to Tanya Jolly by Friday 13<sup>th</sup> March 2015.

Applications should be sent by mail / e-mail to:

**Tanya Jolly**
January 2015
Applicant Details:

Title ___________________ First Name ___________________ Surname ____________________________

Professional position ____________________________

Advanced Training Specialty ____________________________

Organisation ________________________________________

Local Health District / Network ____________________________

Proposed clinical problem for improvement: ______________________________________

Name of Supervisor ___________________ Signature of Supervisor ____________________________

Head of Department ________________________________________

Please outline why you would like to complete this program and how you think it will be of value in your future career: ______________________________________

Mailing address / contact details for program communications:

Address ________________________________________

____________________________________

Suburb ___________________ State _______ Postcode __________

Phone ___________________ Mobile ___________________ Email ___________________