OPTN Collaborative Improvement

Project Guidelines

PEDIATRIC LIVER COLLABORATIVE

This Collaborative Improvement Project is aimed at improving Pediatric Liver programs.

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I.   Introduction and Background

The donation and transplantation community constantly strives to improve and increase lifesaving transplants nationwide. The pediatric community faces its own particular challenges in this process. This collaborative project aims to help pediatric liver programs address three main areas that have been identified as opportunities for improvement: pre-transplant management, split-liver transplantation and living donor transplantation.

II.   Keys to a Successful Project

Participants will want to consider several things before embarking on this project. The most important involves ensuring that your program's leadership is supportive of the project aim and willing to dedicate appropriate resources. Strong leadership support helps guarantee that your organization is receptive to interventions and changes you will be testing along the way.

Other drivers towards project success involve obtaining staff commitment and choosing the appropriate Project Lead and Project Sponsor. The descriptions and expectations for these project roles are defined under Registration and Participation Requirements (Section IV). While these individual roles are critical, a team approach is the most effective way to conduct improvement efforts. Staff engagement and support are essential to project success.

The final key component is your organization's approach to Quality Assurance and Performance Improvement (QAPI). These projects are fast-paced and data driven – they rely on the capacity for effective process analysis and abilty to adapt to change.
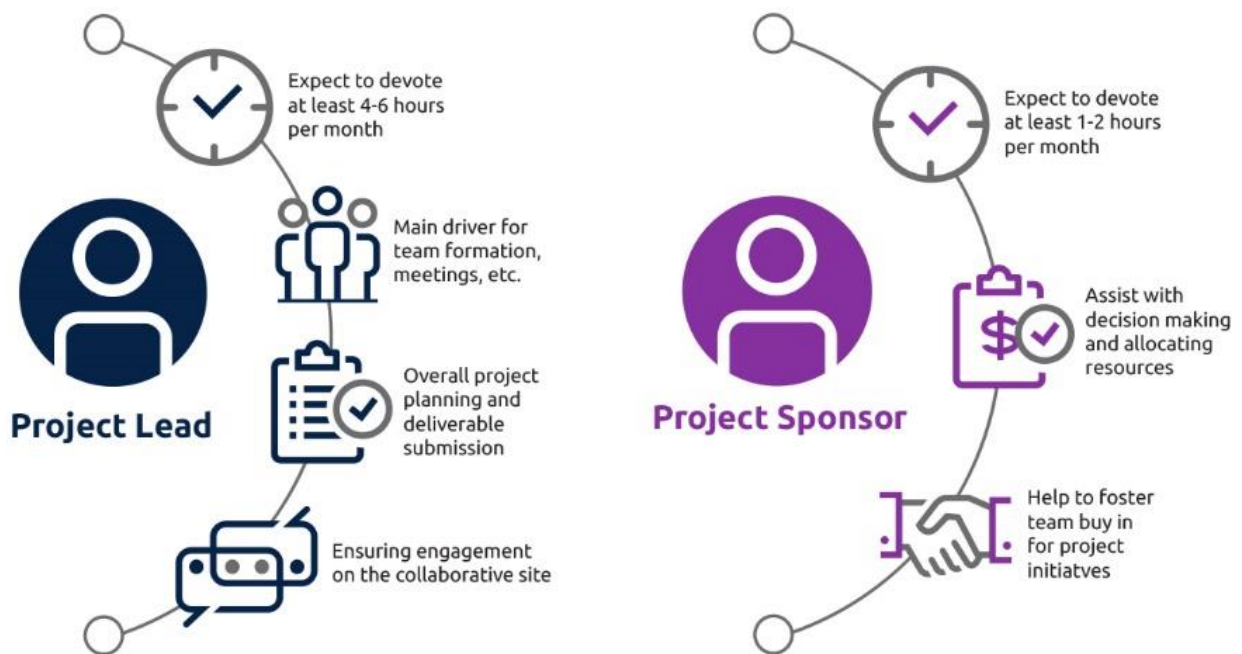

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III. Participant Benefits

As a participant, your institution will receive:
1. Focused improvement efforts, including:
    a. Coaching and education in performance improvement
    b. Access to the Improvement Guide for effective practice.
    c. Access to an exclusive and interactive collaborative learning and support site with participant and staff discussion boards, resources, and tools
    d. Access to educational webinars on key topics
2. Data Visualization and Analytics, including:
    a. Access to data dashboards
    b. Access to other participants' data

IV. Registration and Participation Requirements

1. Identification of Roles

a. Project Lead: The Project Lead plays a vital role throughout this collaborative project. They will be responsible for forming the improvement team and communicating the plan and deliverables as the project progresses. They will oversee day-to-day operations and serve as the main driver for project planning. It is also the Lead's responsibility to ensure that

their organization fulfills the engagement and collaborative website submission requirements through the course of the project. (Staffing recommendation for Project Lead role: Primary Program Administrator, Quality Lead, etc.)

b. Project Sponsor: The Project Sponsor will assist the Lead with major decisions and goal setting throughout the project. They should foster buy-in with the staff and leadership team and guarantee the allocation of resources when needed. (Staffing recommendation for Project Sponsor role: a member of the organization's leadership team, the medical or surgical director, etc.)

2. Pre-Work Deliverables

a. Collaborative Improvement Website Account: Once your organization has been selected as a project participant you will receive a link to create your account on the collaborative improvement website. This website is where the interactive collaboration of project participants will occur.

b. Team Formation: Your improvement team should include key staff from all disciplines that will be involved in the project.

c. Orientation Learning Modules: Certain learning modules must be completed prior to embarking on this project. These modules will help your team understand some of the key methodologies that will be used during improvement cycles.

d. Improvement Guide: Familiarize yourself with the improvement guide. This tool is your map to deciding what interventions your organization will be testing.

e. Coaching Session: Your improvement team will participate in a coaching session facilitated by the Collaborative Improvement team. This will occur either virtually or at your center and will help orient your team to the project.

3. Project Deliverables

a. Progress Updates: Periodic progress updates will be required. This helps the Collaborative Improvement team understand participant progression and provide assistance when needed.

b. Webinars: Webinars will be offered on key project topics. The Project Lead or Sponsor is asked to attend the webinars, and are encouraged to invite anyone in the organization they feel could benefit from the webinar.

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c. **Plan-Do-Study-Act (PDSA) Submissions**: As you move through the various improvement cycles and test your interventions, you will be required to submit and update PDSA forms. You will also have access to other participant's PDSA form submissions in order to learn from one another.

d. **Collaborative Calls**: Periodic collaborative calls will be hosted by the Collaborative Improvement team. These calls will typically center around key topics based on participant progress or barriers. The Project Lead or Sponsor is asked to attend to represent your organization on the calls.

e. **Discussion Board**: The discussion board is where you will have the opportunity to reach out to all participants throughout the project. Use this space to pose a question, share a success, or maybe share a failure that you feel would help others.

f. **Data Review**: Most data required for evaluating outcomes of the project will be based on already-existing submissions through UNOS via UNet℠.Additional data submission may be required depending on the project. Organizations are always encouraged to track and trend progress on their chosen interventions.

V.   Project Timelines and Expectations

The following schedule is for informational purposes only. The Collaborative Improvement team reserves the right to amend this schedule at any time.

February 24 - March 6, 2020
- Registration and Participations Agreements accepted

March 9 - April 30, 2020
- Pre-work

May 1 - October 31, 2020
- Active phase: Implentation of Improvement Cycles and data collection

November 1 - December 31, 2020
- Evaluation period

Please Note: Participant Selection will take place in the month of February.

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Timeline Expectations:

1. Registration (February 24, 2020 – March 6, 2020)
   - Identify key personnel
   - Electronically sign participation agreement
2. Pre-work (March 9, 2020 - April 30, 2020)
   - Log in to the collaborative improvement site
   - Complete your user profile
   - Form your improvement team
   - Complete learning modules
   - Participate in coaching session
3. Improvement Phase (May 1, 2020 - October 31, 2020)
   - Attend collaborative calls (monthly)
   - Attend webinars (monthly)
   - PDSA submissions and updates
   - Progress check-in (monthly)
4. Evaluation (November 1, 2020 - December 31, 2020)
   - Submit any remaining data that may need to be collected
   - Evaluate project success

VI.   Resource Sharing Agreement

Participants in the collaborative improvement project authorize UNOS to utilize all information and resources your organization provides including checklists, forms, policies, educational materials, photographs, and videos. Your resources will be used for non-profit and educational purposes only and will not be sold to any other person or entity without seeking your permission beforehand. Participants reserve the right to withdraw from the project at any time. Should you need to withdraw your organization, please reach out to the collaborative team for removal from the collaborative website.