



## MIQS Faculty

### Categories, Eligibility & Required Commitments

A MedStar Institute for Quality and Safety (MIQS) goal is to develop and implement programs that advance healthcare quality and ensure the safety and wellbeing of patients, their families and healthcare staff.

To achieve this goal, MIQS recognizes and leverages the knowledge, expertise and dedication of individuals from MedStar Health (MSH) as well as from the local, national and international communities. We welcome and are eager to partner with providers, investigators, educators and users of care who share similar passions and interests and are willing to act on those interests to improve quality and safety at MSH and beyond.

MIQS provides exciting and meaningful opportunities as well as resources to its faculty appointees. As such, we require a faculty commitment to action which is commensurate with the appointment category.

This document discusses criteria for appointment and faculty responsibilities and benefits. Three appointment categories are available:

1. MIQS Core Faculty
2. MIQS Associate Faculty
3. MIQS Affiliate Faculty
4. MIQS Adjunct Faculty

**Note:** *Faculty designation does not confer academic appointment or employment status; rather it refers to the volunteer relationship between the qualified individuals and MIQS.*

#### MIQS Core Faculty

MIQS Core Faculty make substantial time commitments to advancing the MIQS mission and enjoy significant privileges. MIQS Core Faculty appointment is available based on:

- Local, national or international recognition as a subject matter expert in quality, patient safety, healthcare education, patient advocacy, policy development, communication or related field;
- Documented history of leadership in one or more specific domain of expertise; and
- Willingness to dedicate a minimum of 80 hours a year to advance the MIQS mission

MIQS Core Faculty must a) meet all eligibility requirements, b) commit to fulfill all responsibilities, and c) complete the appointment process as outlined in "Procedures for MIQS appointment."

#### Eligibility Requirements

Advanced degree in field relevant to the mission (or equivalent training or experience) and the demonstrated ability or potential to advance the MIQS mission. Equivalent training or experience are demonstrated by:

1. Scholarly focus on patient safety and quality improvement;
2. Recognition for activity relevant to MIQS mission through presentations, workshops, publishing or academic teaching/training;



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3. Community leadership (formal or informal) in areas or activities relevant to the MIQS mission.

### **Term of Appointment: 3 years**

### **Responsibilities**

80 hours dedicated annually to MIQS. Activities may include but are not limited to:

1. Contribute to the teaching mission of MIQS by teaching or directing MIQS sponsored courses;
2. Contribute to the quality improvement mission of MIQS by advising on improvement projects, representing MIQS as a speaker at local, regional or national events, or actively working to improve quality and patient safety within MedStar Health;
3. Contribute to the research mission of MIQS by participating in quality and safety grants or contracts and collaborating with other MIQS Faculty in focus groups and innovation workshops to explore MIQS research program development;
4. Attend and fully participate in quarterly faculty meetings and strategic planning retreats;
5. Participate in the mentoring of students, trainees and others as requested by the Director; or
6. Contribute at least one "leading edge" idea to the MIQS innovation pool on a quarterly basis.
7. Report all MIQS related activities on a monthly basis to the MIQS Operations Manager
8. Seek authorization from MIQS executive directors for MIQS related activities with external audiences when a MedStar Health employed MIQS faculty member is not also participating

### **Privileges**

1. Permission to identify oneself as MIQS Core Faculty during speaking engagements, when publishing; on one's CV or business cards;
2. Photo and narrative paragraph on MIQS website Core Faculty page;
3. Opportunity to reserve swing work space at MIQS, as well as meeting rooms and equipment for MIQS related work;
4. Use of MIQS administrative resources (e.g. website, grant processing);
5. Ability to include MIQS text in Resources/Environment section of grant applications;
6. Invitation to MIQS Faculty meetings, strategic planning retreats, and programs such as presentations, seminars and workshops with external quality and safety experts



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### **MIQS Associate Faculty**

MIQS Associate Faculty are employees or credentialed staff affiliated with MedStar Health who:

- Have knowledge, skills, research interests, training and experience specific to healthcare quality, safety, education, patient advocacy, policy development, communication or related field (clinical or non-clinical), and
- Are willing to volunteer 40 hours a year to advance the MIQS mission.

MIQS Associate Faculty include persons seeking opportunity for professional growth and development by advancing their expertise in the areas of healthcare quality and safety, leveraging their current knowledge and expertise, or expanding their relationships. MIQS Associate Faculty also include subject matter experts or seasoned practitioners with deep passion but limited time to dedicate to MIQS activities.

MIQS Associate Faculty must a) meet all eligibility requirements, b) commit to fulfill all responsibilities, and c) complete the appointment process as outlined in "Procedures for MIQS appointment."

#### **Eligibility Requirements**

1. MedStar employee (clinical or non-clinical) or member of the credentialed medical staff; and
2. Advanced degree in field relevant to mission, or undergraduate degree and equivalent experience demonstrated by:
  - a. Focus on patient safety and quality improvement as demonstrated through articles or presentations (verbal or poster presentations) at quality and safety or discipline specific conferences and seminars, or
  - b. Quality and safety leadership via conduct of grand rounds, case conferences, department or unit level quality and safety leadership.

#### **Term of Appointment: 2 years**

#### **Responsibilities**

40 hours dedicated annually (on a voluntary basis) to the MIQS mission. Activities may include but are not limited to:

1. Contribute to the MIQS and/or MedStar Health quality improvement mission by providing input on improvement projects or leading activities to improve quality and patient safety within MedStar Health;
2. Advance the MIQS and/or MedStar Health research mission by participating in grants or contracts upon request or exploring ideas for new research;
3. Support the education mission by teaching or co-teaching MIQS sponsored courses or serving as a student TA or trainer in quality and safety courses sponsored by MIQS;
4. Participate in the mentoring of students, trainees and others;
5. Contribute "leading edge" ideas to the MIQS innovation pool;
6. Publish about MIQS and/or MedStar Health quality and safety activities or Represent MIQS as a speaker at MedStar or community events;
7. Collaborate in focus groups and innovation workshops to advance MIQS evolution
8. Participate in MIQS Faculty Meetings and strategic planning retreats;
9. Facilitate quality and patient safety opportunities in your specific work environment and provide written case study to MIQS leaders; or
10. Contribute to ongoing MIQS projects at the request of leaders.



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### **Privileges**

1. Permission to identify oneself as MIQS Associate Faculty during speaking engagements, when publishing, on one's CV or business cards;
2. Photo and narrative paragraph on MIQS website Associate Faculty page;
3. Opportunity to reserve swing work space at MIQS, as well as meeting rooms and equipment for MIQS related work;
4. Ability to include MIQS text in Resources/Environment section of grant applications; and
5. Invitation to MIQS Faculty meetings and programs such as presentations, seminars and workshops with external quality and safety experts.



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### **MIQS Affiliate Faculty**

MIQS Affiliate Faculty are students, residents, fellows or trainees affiliated with MedStar who:

- Have skills, interests, training or experience specific to healthcare quality, safety, education, patient advocacy, policy development, communication or related field (clinical or non-clinical), and
- Are willing to dedicate 40 hours a year to advance the MIQS mission.

MIQS Affiliate Faculty appointment is especially designed to provide the opportunity for students, residents, trainees or fellows in any healthcare related discipline or job who are interested in healthcare safety and quality to advance work associated with the MIQS mission. MIQS Affiliate appointment recognizes MedStar employees or students associated with MedStar Health who are novices in safety and quality improvement and interested in expanding their relationships, leveraging their current knowledge and expertise, and continuing to explore opportunities for professional growth and development. MIQS Affiliate Faculty are invited to participate in all dimensions of the MIQS community, including training, research, mentoring, and implementing and evaluating safety and quality interventions.

MIQS Affiliates must a) meet all eligibility requirements, b) commit to fulfill all responsibilities, and c) complete the appointment process as outlined in "Procedures for MIQS appointment."

### **Eligibility Requirements**

1. MedStar employee (clinical or non-clinical); and
2. Graduate degree, graduate student, undergraduate degree or equivalent experience.

### **Term of Appointment: 1 year**

#### **Responsibilities**

40 hours dedicated annually to the MIQS mission. Activities may include but are not limited to:

1. Participate as a student TA or trainer in quality and safety courses sponsored by MIQS
2. Facilitate quality and patient safety opportunities in your specific work environment and provide written case study to MIQS leaders.
3. Contribute to ongoing MIQS projects at the request of leaders
4. Contribute at least one "leading edge" idea to the MIQS innovation pool annually

#### **Privileges**

1. Permission to identify self as MIQS Affiliate Faculty Member on CV and/or business card
2. May request project specific mentoring (available on case by case basis)
3. Access to a learning environment and resources that promote exploration of quality and safety from novice to expert perspectives.
4. Opportunities to share and learn. (Webinars, online modules, web-based resources)
5. Invitation to MIQS quarterly faculty meetings
6. Photo and narrative paragraph on MIQS website faculty page



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### **MIQS Adjunct Faculty**

MIQS Adjunct Faculty are persons who not employees, credentialed staff, students, residents, fellows or trainees affiliated with MedStar Health who:

- Have training, skills, experience or interest in healthcare quality, safety, education, patient advocacy, policy development, communication or related field (clinical or non-clinical), and
- Are willing to dedicate 30 hours a year to advance the MIQS mission.

MIQS Adjunct Faculty is especially designed to provide the opportunity for Telluride Experience alumni, patients or patient advocates, and others with diverse backgrounds and areas of expertise who are interested in healthcare safety and quality from any organization to advance work associated with the MIQS mission. MIQS recognizes that we have much to learn from users of care and other people who, while not a part of the MedStar workforce, are willing to share their insights and their time to propel the safety and quality of healthcare as well as ensure the wellbeing of patients, their families and healthcare workers who take care of them.

MIQS Adjunct Faculty must a) meet eligibility requirements, b) commit to fulfill all responsibilities, and c) complete the appointment process as outlined in “Procedures for MIQS appointment.”

### **Eligibility Requirements**

The primary eligibility requirement for Adjunct Faculty appointment is a willingness to advance the mission of MIQS, be a trusted colleague in the work, and be an advocate for safety and quality in their organizations, networks and communities. MIQS Adjunct Faculty are invited to participate in projects across all domains of MIQS, including development of narratives, case studies or other education materials as well as training, research, mentoring, and implementing or evaluating safety and quality improvement interventions at MedStar Health or beyond.

### **Term of Appointment: 1 year**

### **Responsibilities**

30 hours dedicated annually to the MIQS mission. Activities may include but are not limited to:

1. Participate in quality and safety courses and events developed by MIQS;
2. Contribute to, review or recommend enhancements to MIQS educational materials, course content and presentations;
3. Contribute to ongoing MIQS projects at the request of leaders (focus groups, interviews etc); or
4. Contribute leading edge ideas to the MIQS innovation pool.

### **Privileges**

1. Potential to be mentored by Core Faculty or more experienced MIQS Associates;
2. Permission to identify oneself as MIQS Adjunct Faculty during speaking engagements, when publishing; on one’s CV or business cards;
3. Photo and narrative paragraph on MIQS website Adjunct Faculty page;



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4. Opportunities to share and learn via webinars, online modules, web-based resources; and
5. Invitation to MIQS Faculty meetings and programs such as events with external quality and safety experts

**All MIQS faculty are valuable ambassadors and are encouraged to recruit and recommend additional individuals for MIQS appointment**

### **Rescinding Faculty Status Prior to Normal Reappointment Period**

Under extraordinary circumstances, a MIQS faculty member may have their status rescinded prior to the end of their appointment period. Such actions may result from any of the following events:

1. Criminal activity;
2. Disclosure of patient data, or other confidential or proprietary information;
3. Intentional misrepresentation of faculty status to internal or external audiences;
4. Failure to comply with MIQS rules or regulations; or
5. Failure to advance the purpose and objectives of the MIQS.

Rescission of faculty status shall be made by joint decision of the Director of MIQS and the Vice President of Quality and Safety after appropriate consultation with the individual faculty member and relevant MedStar leadership. A MIQS faculty member facing rescission will be provided:

1. An opportunity to meet with the MIQS Director or MedStar Health Vice President of Quality and Safety prior to the decision to remove from faculty; and
2. A written statement that sets forth the reasons for the decision to rescind appointment.