

# Department of Medicine

## **DOM CLINICAL ANALYTICS AWARD – TERMS OF REFERENCE**

The Department of Medicine (DoM) Clinical Analytics Grant is an annual award of up to CAD \$50,000 to support the development of clinically relevant process and outcome measures within the Department of Medicine (Calgary Zone).

### **Eligibility:**

- 1) Residents and Fellows in their final year of training within the Department of Medicine are eligible to apply for this award.
- 2) Junior (under 5 years from appointment) DoM faculty members.
- 3) In rare cases a senior DoM faculty member's application will be considered.
- 4) Funding can only be obtained once per individual.
- 5) Applicants are required to submit an application to the Department of Medicine, Research Office by November 1st, 2017.

### **Criteria for Selection:**

The successful applicant will propose a project that meets both of the following criteria:

- 1) Aligns with the Department of Medicine and Medical Services, Calgary Zone Health Analytics Working Group (HAWG) statement of purpose, which is, 'to promote and develop clinical outcome, process and structure measures for important patient populations that the Department is accountable for in whole or in part. Clinical measures created by the HAWG will identify opportunities for clinicians and AHS operational leaders to improve patient care, reduce cost and resource use, and improve patient experience.'
- 2) The project should be focused on the development of clinically relevant measures that provide an opportunity for program or Section quality improvement teams to :
  - a. Identify the source of clinically relevant data
  - b. Determine how to validate the data at the source
  - c. Develop data measurement definitions (data dictionary)
  - d. Facilitate the reporting of data in the AHS reporting tool – Tableau
  - e. Has face validity by clinical experts in the particular specialty
  - f. Identifies sustainability barriers

### **Process:**

- 1) A call for application packages will be announced on the Department of Medicine website (<http://departmentofmedicine.com/>) and through email distribution to DoM members on September 15, 2017.
- 2) Completed packages are to be received electronically by the DoM Research Office (email [dom.research@ucalgary.ca](mailto:dom.research@ucalgary.ca)) on or before Nov 1, 2017 with decisions rendered by January 15, 2018.
- 3) Awards committee will include:
  - a. Department Head, Medicine or delegate,
  - b. Vice Chair Health Analytics,

- c. DoM Analytical Team Lead,
  - d. 3 members of the Health Analytics Working Group (HAWG)
- 4) Application to include:
- a. CV (include current scholarly and leadership activities),
  - b. A project proposal that is no longer than 10 pages double spaced, 12 point font that includes:
    - i. the patient population of focus and justification of the importance of this population
    - ii. how the measures, once developed will be used to support and stimulate efforts of improvement (include relevant stakeholders and the plan for how they will be engaged)
    - iii. the team of clinicians /administrators and analysts that would be the core project team (include a letter of support that is separate from the proposal)
    - iv. the benefit for the Section and the Department of Medicine
    - v. a proposed budget
  - c. A letter of support from the Section head
- 5) Individual scoring of each application by committee members will be completed by January 8<sup>th</sup>, 2018.
- 6) The successful candidate will be selected and notified by January 15<sup>th</sup> 2018.

**Funding details:**

Funding in the amount up to CAD \$50,000.00 will be provided from the Department of Medicine as project funding through the University of Calgary. The Department may elect to award two grants of up to CAD \$25,000.00 each. The Department of Medicine will work with the successful candidate(s) and the University's Research Accounting Department to set up the required project account(s). The monies may be paid either as a lump sum to the recipient or to the area that is providing the paid support.

**Use of Funds:**

These funds are intended to cover expenses such as:

- 1) Analytical support
- 2) Project management support
- 3) Stakeholder meeting support
- 4) Chart audit work

**Reporting:**

The recipient will be required to submit a final report, including a summary of budget expenditures. A template will be provided to the successful candidate at the commencement of the award.

**Authorization:**

To accept this award, the recipient must sign a legally binding agreement with the Department of Medicine and relevant Section. The template for this agreement will be sent to the successful candidate at the time of award notification. This agreement must be signed, dated and returned within 2 weeks of receipt.

**Scoring Criteria:**

The Awards Committee will adjudicate candidates based on the attached Score Sheet.

## Score Sheet (for reference only)

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Rank Scores: 0 (lowest) – 5 (highest)

### 1. Candidate History

- a. Background/training  
 0    1    2    3    4    5
- b. Scholarly productivity (eg/ publications, presentations, abstracts)  
 0    1    2    3    4    5
- c. Teaching  
 0    1    2    3    4    5

### 2. Proposed Project

- a. Quality of proposed project  
 0    1    2    3    4    5
- b. Uniqueness of proposed project  
 0    1    2    3    4    5
- c. Likelihood that the project will result in subsequent QI work  
 0    1    2    3    4    5
- d. Alignment to the DOM's HAWG Statement of Purpose  
 0    1    2    3    4    5

### 3. Letters of Support

- a. Impact on department  
 0    1    2    3    4    5
- b. Academic potential  
 0    1    2    3    4    5
- c. Leadership potential  
 0    1    2    3    4    5

**Total Score: \_\_/50**

**Comments:**