

# 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) Any DoM faculty member can apply. Preference will be given to members who are within five years of their first DoM appointment.
- 2) DoM Residents and Fellows are eligible to apply for the award but should be able to demonstrate strong affiliation with a DoM faculty member.
- 4) Funding can only be obtained once per individual.
- 5) Applicants should submit their application to the Department of Medicine, Analytics Team Lead by February 4th, 2022. ([edwin.enns@ahs.ca](mailto:edwin.enns@ahs.ca)) This is a revision from the usual mid-December deadline due to the impact of Covid activity on the physician community.

### **Criteria for Selection:**

The applicant should propose a project that meets 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 focus 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. The project's proposed measures should have face validity by clinical experts in the particular specialty and applicants should identify sustainability barriers and a plan for addressing those 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 November 16, 2021.
- 2) Completed packages are to be received electronically by the DoM Analytics Team Lead (email [edwin.enns@ahs.ca](mailto:edwin.enns@ahs.ca)) on or before February 4, 2022.

- 3) Awards committee will include:
  - a. Vice Chair Health Analytics,
  - b. DoM Analytical Team Lead,
  - c. 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. how the project incorporates issues of equity and diversity in the healthcare system and how it includes the perspective of patients
    - vi. a proposed budget
  - c. A letter of support from the Section head
- 5) The successful candidate will be selected and notified in early March, 2022.

**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).

**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. If the work involved is extended beyond a year, interim updates will be requested.

**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 a predefined scoring system which considers:

- 1) Candidate(s) and Collaborator(s) academic history, the ability of collaborators to support the project
- 2) Proposed project's quality, feasibility, relevance and alignment with the DoM's HAWG statement of purpose. It also includes how well the project incorporates an equity and diversity perspective and the meaningful involvement of patients.
- 3) Letters of support that speak to the impact of the project on the Department and / or the Division and the academic potential of the applicant.