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June 3, 2021

TO: 2020/21 Rural QI Resident

FROM: Margaret Woeppel, NHA VP Quality & Data
Rural QI Steering Committee

RE: Welcome and Program Overview

Welcome to the 2020/21 Rural Quality Residency Program. The Nebraska Rural QI Steering Committee has come together to develop and host the Nebraska Rural QI Residency Program. This program is intended to be an introductory course to the majority of the aspects that the rural Nebraska Quality Professional will encounter on a regular basis. During this year you can expect information on hospital quality and performance improvement, regulatory mandates, reporting, surveys, data management, risk management, etc. In addition, we understand that rural quality leaders wear many hats, and we will also cover safety, infection control and credentialing topics. Through this education, we aim to increase understanding around and resources available to the Nebraska Quality Professional.

Agenda's

- Your daily agenda is available in the brochure. The times listed are to be consider guides only. There will be some days in which the content is covered more rapidly, and you will be released early, while other days the courses will go all day. Please plan to be present for the entire day on all residency class days. On days that coursework is completed early, residents are encouraged to network with each other on the applicability of the content presented and work on their capstone projects.

Microsoft Excel

- As part of this course, you are expected to have a basic understanding of Microsoft Excel. In order to assure all students, have the same understanding, you will be provided with one year of Microsoft courses. There are 16 Microsoft courses offered, including basic to advanced level Outlook, PowerPoint, Word and Excel. Residents will be required to complete "Mastering Excel Basics" prior to the first day of classes. The cost of all 18 courses is covered for one year through your registration cost.
- [Student Logon \(carelearning.com\)](https://carelearning.com)

Lodging

- Heather Bullock, NHA Member Services & Event Manager, will set up room block rates with local hotels. You are encouraged to make your lodging accommodations at this hotel if you wish to network with your peers outside of class hours. Please note the room block rates will only be available for a limited period of time, so do not delay in making your reservations once this information is released.
- Previous QI residents have found it beneficial to network together at the hotel in the evenings.
- This year lodging information is at the end of this document.

Course Information

- Course information will be available on the NHA website at least 2 weeks prior to the class. Handouts will not typically be provided at class, therefore please bring your own printed handouts or computer.
- https://www.nebraskahospitals.org/quality_and_safety/educational-opportunities/2020-qi-residency-program-download-center.html
*** We will do our best to make sure that there is adequate internet access for all courses, but please be prepared with a back-up plan in case there are internet issues. Some hospitals will only allow class participants on their public (non-secure) network.

Course Locations

- The courses will be held in locations throughout the state. When possible, we utilize our member hospitals to host these courses, morning and afternoon refreshments, as well as lunches.
- Members of the Rural QI Steering committee will be present to lead each of the course days.

Continuing Education

- We have been able to offer both Nursing and CPHQ CE's for previous courses and anticipate our applications will be granted this year. CE's are given for the course as a whole, therefore you must attend all day of each session to receive credit for the course as a whole.

Mentors

- An experienced quality professional will be provided to all residents through our partnership with NAHQRS (Nebraska Association of Healthcare Quality, Risk and Safety). As the mentee, you are expected to schedule bi-monthly calls with your mentor to touch base, seek clarifications and develop statewide quality resources on the opposite months of classes. Please see the mentee agreement for more information.

Linked-In Residency Group

- As an optional resident networking option, there will be a closed group developed on Linked-In. There will be no course material posted to this site, rather it is intended to simply be a way for resident members to network with each other as a group.
- The group name is “NHA 2020 Rural QI Residency Group”. Look for an invitation to join the group. More information will be provided on the first day of class.

Graduation

- Participants will be recognized at a graduation ceremony on the last day of class. Additionally, please plan on attending the November Nebraska CAH and RHC Quality Conference for additional recognition. There is no cost to attending this conference for Nebraska hospitals and clinics.

Capstone Project

- Participants are required to complete a quality specific capstone project and present their work to their peers at graduation. This quality project should be specific to your own hospital and/or department needs. This project is intended to be a practical way to apply your learning. Participants are to use the IHI model for improvement steps in their capstone work.
<http://www.ihl.org/resources/Pages/HowtoImprove/default.aspx>
- You are encouraged to seek guidance from your peers, speakers and mentors in working through your capstone project. A power point and poster board template will be given to you for your final presentation. Participants may also be asked to share their work on a panel at the fall NHA CAH/RHC conference (optional).

Key Contacts

- Margaret Woeppel, NHA VP Quality & Data, mwoeppe@nebraskahospitals.org 402-742-8145, cell-402-202-4948
- Julie Fletcher, Executive Assistant, jfletcher@nebraskahospitals.org or 402-742-8141
- Heather Bullock, NHA Member Services & Event Manager, hbullock@nebraskahospitals.org or 402-742-8148

2021 QI Residency Lodging Information

** We suggest making the whole years worth of reservations now to ensure placement

Course	Lodging
June	Zoom Meeting
July	Zoom meeting
September 9-10	<p>Holiday Inn Express & Suites 524 East 23rd Street Columbus, NE 68601 (402) 564-2566 Room Block Name: NHA QI Residency Room Block Dates: Wednesday, September 8 & Thursday, September 9, 2021 Room Block Rate: \$111.95 + tax/per night Cut-Off Date: August 17, 2021 – Call by this date to make your reservation at the discounted group rate! After this date, room rates cannot be guaranteed.</p>
October 28-29	<p>Fairfield Inn & Suites 805 Allen Drive Grand Island, NE 68803 (308) 381-8981 Room Block Name: Nebraska Hospital Association – QI Residency Program Room Block Dates: Wednesday, October 27 & Thursday, October 28, 2021 Room Block Rate: \$109.95 + tax/per night Cut-Off Date: October 6, 2021 – Call by this date to make your reservation at the discounted group rate! After this date, room rates cannot be guaranteed.</p>
January 13-14	<p>Staybridge Suites 2701 Fletcher Avenue Lincoln, NE 68504 (402) 438-7829 Room Block Name: Nebraska Hospital Association – QI Residency Program Room Block Dates: Wednesday, November 3 & Thursday, November 4, 2021 Room Block Rate: \$85.99 + tax/per night for studio queen suites \$115.99 + tax/per night for two double bed suites Cut-Off Date: October 13, 2021 – Call by this date to make your reservation at the discounted group rate! After this date, room rates cannot be guaranteed.</p>