Sample Smoking Cessation QI PROJECT CHARTER

SVS | PSO
PATIENT SAFETY ORGANIZATION

Project Overview

Problem Statement:

The Centers for Disease Prevention and Control (CDC, 2016) identified that 46 million individuals in the United States use tobacco, leading to an increase in the frequency of tobacco use-related diseases, including lung cancer, congestive heart failure, asthma, and peripheral vascular disease. Helping patients to quit smoking and prevent the risk associated with the hospitalized surgery is an important part of a Vascular Surgeon's job. A tailored approach to smoking cessation and implementing a protocol is needed in order to have a higher success rate in smokers that do quit.

Goal:

- The primary goal is to increase smoking cessation for all patients identified as current smokers.
- To have an effective protocol for all patients used by medical personnel involved in inpatient and outpatient care.

Scope:

- The project will include all patients seen by our medical personnel involved in inpatient and outpatient care.

Deliverable(s):

- Identifying the patients that are currently smoking and documenting them in the Vascular Smoking Cessation Database/ EMR.
- Create smoking cessation medication card for our medical personnel to help better prescribe the patient.
- Update the Smoking Cessation Consult power plan and provide detailed information in regards to services provided, information that is needed to be discussed with the patient and follow –up consultation questions.
- For current smokers providers will discuss the importance of smoking cessation.
  - Literature and education (pamphlet) will be given to each patient
  - If patients decide to quit. Provider will refer to Quit Hotline and fill out the relevant forms.
  - Patients that quit within the last 30 days will have an order placed for "Relapse Prevention Counseling" or Tobacco Cessation Consult
- Patient's smoking cessation will be recorded during initial visit and follow-up visit in the database/EMR.

Resources Required:
Administrative, IT support and all medical personnel involved in inpatient and outpatient care.

Key Metrics	Milestones	
Outcome Metrics: • Decrease numbers in smokers • Percentage of Smoking Cessation Consults • Percentage of patients relapsed **Process Metrics:** All patient that are smoking are documented per initial visit and follow up visit in the Vascular Smoking Cessation Database/ EMR.	**Milestone / Description:** • Discussion of the smoking cessation QI program • Launch Smoking Cessation Quality Initiative • Data Collection for all patients seen inpatient and outpatient • Outcomes measured and compared every 3 months	**Date (mm/yy):** 07/year 08/year 09/year

Team Members	
Exec Sponsor: CNO, COO	**Clinical Sponsor**: Vascular Surgeon
Sponsor: Vascular Surgeon, Pharmacy, EMR Team	**Process Owner**: Data Manager
Project Leader: Data Manager	**Team Members**: Data Manager, Vascular Surgeon, CNO, COO, Pharmacy, EMR Team

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Task Name	Responsible	Planned			Actual Start	Actual Finish	% Complete
		Start Date	Finish Date	Duration (wks)			
Initiate Project				0.0			**0%**
Draft charter				0.0			100%
Interview stakeholders to understand process/issues				0.0			0%
Identify team members and process owners				0.0			0%
Define meeting schedule (team, process owner, sponsor, exec)				0.0			0%
Hold project kickoff				0.0			0%
Confirm charter				0.0			0%
Confirm Baseline				0.0			**0%**
Identify metrics needed				0.0			0%
Create data collection plan for needed metrics				0.0			0%
Collect baseline measurements				0.0			0%
Create current state process map				0.0			0%
Create communication plan				0.0			0%
Identify Root Cause				0.0			**0%**
Create detailed process map				0.0			0%
Confirm process map				0.0			0%
Perform data analysis				0.0			0%
Perform root cause analysis				0.0			0%
Identify and validate areas of opportunity				0.0			0%
Develop Solution & Implement				0.0			**0%**
Generate potential interventions				0.0			0%
Prioritize/select interventions				0.0			0%
Define future state process				0.0			0%
Determine gaps between current and future state				0.0			0%
Create intervention implementation plan				0.0			0%
Pilot interventions				0.0			0%
Assess and modify interventions as needed				0.0			0%
Evaluation				0.0			**0%**
Develop monitoring process to track metrics				0.0			0%
Create Evaluation/Action plan				0.0			0%
Review with sponsors				0.0			0%
Transition full ownership to process owner				0.0			0%