**Welcome**

Welcome to those who are returning, those who have new LTFU charters, and those joining out of an interest in learning more about charters and QI. This call covered the basics of a QI charter and the ground rules for these focused calls.

**Purpose**

* To provide a resource to assist those who submitted a charter and are working on QI projects with the goal of improving the outcomes of vascular patients.
* To network, share what’s working, barriers you’ve encountered and how you dealt with them or to learn how others dealt with them, and also to share your success stories.
* This is a judgement free zone. This is a time to learn, ask questions and share.

**Permission** to de-identify charter and place on the members only section in the corresponding registry. If you’d prefer not to have your de-identified charter on the members only website, then send me an email letting me know.

**Charter Review**

Detail review of the charter form. You can use any charter – if your center has its own charter, please feel free to use that one. Cheryl identified the most common areas most people struggled with when charters were submitted. 1) outcome metrics, 2) process metrics, and 3) goals.

**Process metrics** – What are the steps you’ve put in place to get to your goal.

**Outcome metrics** – Were your process metrics met? What were the results of your processes, did you get to your milestones? This is where you measure progress against your starting point.

**Goals:**

Short term –Your QI project was a success – Center reached \_\_\_% \_\_\_\_\_\_\_\_\_.

Long term – Ex – one year and five-year survival rate and graft patency improved for your patient population.

**Review of the website – focused on the Members only section**

If you need access to the members only section, please email Nancy Heatley ([nheatley@svspso.org](mailto:nheatley@svspso.org)) for a different username and temporary password, that’s different from the Pathways access.

We reviewed sample charters, poster abstracts from 2019 VQI@VAM, and the new member’s guide.

**Next meeting** – We agreed to meet every other month. 3rd Friday of the month at 12n CST. **Next meeting is October 3, 2019.** Invite will be sent out. If you want others to join the call, please have them send me an email to be placed on the list. [cjackson@svspso.org](mailto:cjackson@svspso.org)

Minutes will be posted on the members only website. If I left out something or that needs correction, please let me know.

12 on the call.