

**PQI**  
**Intake Form**  
**Cohort 5**



## Intake Form 2020

Please return the filled and signed form along with  
Appendix A by May 5<sup>th</sup>, 2020 to [PQI@viha.ca](mailto:PQI@viha.ca)

Applicant details					
Name:					
Email:					
Contact Number:					
Facility:					
Department or Division:					
Date of Application:					
Designation:	<table><tr><td>Specialist</td><td>GP</td></tr><tr><td>NP</td><td>Midwife</td></tr></table>	Specialist	GP	NP	Midwife
Specialist	GP				
NP	Midwife				

Funding for this initiative was provided by the Specialist Services Committee (SSC), one of the four joint collaborative committees of Doctors of BC and the Ministry of Health.

**PQI**  
**Intake Form**  
**Cohort 5**



<b>Experience &amp; Training</b>	
What (if any) previous quality improvement experience and/or formal training do you have?	
<b>Expectations</b>	
a) What are your top 3 reasons for applying to the PQI Program?	
b) How might you incorporate QI into your clinical work or future career plans?	
<b>Project Background / Rationale</b>	
a) What is the quality problem/issue you have identified in your system that you would like to address?	
b) Why is this problem important to your patients and/or your area of work?	
c) Do you have any initial ideas for how to improve this quality problem/issue? How did you generate these ideas?	

Funding for this initiative was provided by the Specialist Services Committee (SSC), one of the four joint collaborative committees of Doctors of BC and the Ministry of Health.

**PQI**  
**Intake Form**  
**Cohort 5**



<p>d) Have you been involved in, or are you aware of work related to your proposed project? If so, please describe how you will leverage this to enhance your project.</p>	<p><b>Yes</b></p>	<p><b>No</b></p>
<p><b>Commitment</b></p>		
<p>a) As part of your PQI training, you are required to work on your project for up to 15 hours a month. Is this something you can commit to?</p>	<p><b>Yes</b></p>	<p><b>No</b></p>
<p>b) Do you currently hold a formal medical leadership role with Island Health? If so, please describe.</p>	<p><b>Yes</b></p>	<p><b>No</b></p>
<p><b>Other Funding Sources</b></p>		
<p>a) Are you receiving other funding related to this project area? If so, please describe.</p>	<p><b>Yes</b></p>	<p><b>No</b></p>

Funding for this initiative was provided by the Specialist Services Committee (SSC), one of the four joint collaborative committees of Doctors of BC and the Ministry of Health.

**PQI  
Intake Form  
Cohort 5**



Terms of Acceptance																																									
<p><b>Attendance at all PQI workshops is mandatory. Workshops are held across Vancouver Island and some travel will be required. Mileage and accommodations will be covered through the PQI program.</b></p> <p><b>Please acknowledge that you are aware of all workshop dates and have made the time in your schedule to attend them:</b></p>	<table border="1"> <thead> <tr> <th>Event</th> <th>Date</th> <th>Able to attend (Yes/No)</th> </tr> </thead> <tbody> <tr> <td>Workshop #1</td> <td>September 14, 2020</td> <td></td> </tr> <tr> <td>Workshop #2</td> <td>September 15, 2020</td> <td></td> </tr> <tr> <td>Webinar</td> <td>October 15, 2020</td> <td></td> </tr> <tr> <td>Workshop #3</td> <td>November 16, 2020</td> <td></td> </tr> <tr> <td>Workshop #4</td> <td>November 17, 2020</td> <td></td> </tr> <tr> <td>Webinar</td> <td>January 11, 2021</td> <td></td> </tr> <tr> <td>Workshop #5</td> <td>February 8, 2021</td> <td></td> </tr> <tr> <td>Quality Forum (optional)</td> <td>February 2021</td> <td></td> </tr> <tr> <td>Webinar</td> <td>March 5, 2021</td> <td></td> </tr> <tr> <td>Workshop #6</td> <td>April 12, 2021</td> <td></td> </tr> <tr> <td>Workshop #7</td> <td>April 13, 2021</td> <td></td> </tr> <tr> <td>Graduation</td> <td>September 13, 2021</td> <td></td> </tr> </tbody> </table> <p style="text-align: center;">Workshops: 7hrs   Webinars: 1hr</p>	Event	Date	Able to attend (Yes/No)	Workshop #1	September 14, 2020		Workshop #2	September 15, 2020		Webinar	October 15, 2020		Workshop #3	November 16, 2020		Workshop #4	November 17, 2020		Webinar	January 11, 2021		Workshop #5	February 8, 2021		Quality Forum (optional)	February 2021		Webinar	March 5, 2021		Workshop #6	April 12, 2021		Workshop #7	April 13, 2021		Graduation	September 13, 2021		
	Event	Date	Able to attend (Yes/No)																																						
	Workshop #1	September 14, 2020																																							
	Workshop #2	September 15, 2020																																							
	Webinar	October 15, 2020																																							
	Workshop #3	November 16, 2020																																							
	Workshop #4	November 17, 2020																																							
	Webinar	January 11, 2021																																							
	Workshop #5	February 8, 2021																																							
	Quality Forum (optional)	February 2021																																							
	Webinar	March 5, 2021																																							
	Workshop #6	April 12, 2021																																							
	Workshop #7	April 13, 2021																																							
Graduation	September 13, 2021																																								
<b>Date &amp; Signature</b>																																									

- High level, bullet format preferred.
- Forward completed form as well as Appendix A @ [PQI@viha.ca](mailto:PQI@viha.ca) by May 15,2020

Funding for this initiative was provided by the Specialist Services Committee (SSC), one of the four joint collaborative committees of Doctors of BC and the Ministry of Health.



## Appendix A

# Executive Sponsorship and Strategic Alignment

All applicants are required to find an Executive Sponsor<sup>1</sup> that oversees the area of proposed project focus. This is to help identify any strategic alignment the PQI project may have with existing Island Health priorities, and to ensure the PQI student has support to engage with Island Health staff as part of their project team. As part of the application process, please work with your Executive Sponsor to complete this form.

<b>Alignment &amp; Strategic Importance</b>																	
<p>Does the proposed PQI project align with existing Island Health, Department and/or Program goals and priorities? If so, please describe how (if possible, reference any relevant strategic or operational plans such as the Island Health 2019/20-21/22 Multi-Year Plan).</p>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>Yes</b></td> <td style="width: 50%;"><b>No</b></td> </tr> </table>	<b>Yes</b>	<b>No</b>														
<b>Yes</b>	<b>No</b>																
<b>Operational Support for your Project</b>																	
<p>Does the proposed PQI project have the support in principle from the local Manager and/or Department head / Division of Family Practice? If yes, please share their name and contact information.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 30%; padding: 2px;">Name</td><td style="width: 70%;"></td></tr> <tr><td style="padding: 2px;">Email</td><td></td></tr> <tr><td style="padding: 2px;">Phone</td><td></td></tr> <tr><td style="padding: 2px;">Position/Role</td><td></td></tr> <tr><td style="padding: 2px;">Name</td><td></td></tr> <tr><td style="padding: 2px;">Email</td><td></td></tr> <tr><td style="padding: 2px;">Phone</td><td></td></tr> <tr><td style="padding: 2px;">Position/Role</td><td></td></tr> </table>	Name		Email		Phone		Position/Role		Name		Email		Phone		Position/Role	
Name																	
Email																	
Phone																	
Position/Role																	
Name																	
Email																	
Phone																	
Position/Role																	
<p><b>Applicant signature and date:</b></p>																	
<p><b>Executive Sponsor signature and date:</b></p>																	

<sup>1</sup> Executive Sponsors are individuals well positioned to help ensure your PQI experience is successful. This can include, but is not limited to, Executive Directors, Executive Medical Directors, Corporate Directors, Division Heads and Division of Family Practice.