Instructions for "Create Collaborative Profile" on the HCI Portal

The purpose of this document is to provide detailed instructions on how to fill out a Collaborative Profile. When you are ready to submit your Collaborative Profile, please go to: *http://www.hciproject.org/node/add/collaborative*

*=Required field

Name of collaborative:*

Author(s):

Enter the name(s) of the author(s) of this report and/or the person(s) who could be contacted for more information about this improvement collaborative.

Sponsors/partners:

Identify the main organizations sponsoring and/or implementing the collaborative.
Enter the organization's complete name. For example: HCI should be Health Care Improvement Project.

Improvement Methods:

Select "Improvement collaboratives" for the Improvement Method. If other improvement methods were used in the collaborative, please select those as well using CTRL + Click.

-None-	--Organization of work
The Science of Improvement	--Performance-based incentives
Approaches to Improving Health Care	--Reminders and job aids
--Accreditation	--Spread and scale-up
--Audit and feedback	--Standards and evidence-based guidelines
--Certification	--Supervision
--Client engagement	--Training
--Employee engagement	Analytical Tools for Improvement
--Improvement collaboratives	Spreading Improvement
--Improvement models/methodologies	Building Capacity in Improvement
--Institutionalization	Institutionalizing Health Care Improvement
--Licensing	

Improvement Topics:

Please identify all topics addressed by the collaborative from the list provided. Hold down the Control key and press Enter to select more than one topic.

-None-	--At-risk populations
HIV/AIDS	--Community and home-based care for PLWHA
--Adherence to treatment	--HIV counseling and testing
--Antiretroviral therapy/ART/ARV	--HIV infection prevention/universal precautions

--HIV laboratory services
--HIV prevention/positive prevention
--HIV-family planning integration
--HIV-TB
--HIV/AIDS basic care and support
--Male circumcision
--Nutritional support
--Pediatric HIV/AIDS
--PMTCT
--Post-exposure prophylaxis
--Retention in care
--Social support for PLWHA
--Stigma
Human Resources Management/Workforce Development
--Community health workers
--Employee Engagement
--Motivation/incentives
--Performance management
--Recognition/remuneration
--Retention of health workers/reducing attrition
--Supervision
--Task shifting
--Training
Malaria
--Insecticide-treated nets (ITNs)
--Intermittent preventive treatment
--Malaria case management
--Malaria diagnosis
--Malaria treatment in adults
--Malaria treatment in children
--Rapid diagnostic tests
Maternal, Newborn and Child Health
--Active management of the third stage of labor
--Acute malnutrition management
--Birth preparedness
--Cultural responsiveness/adaptation of delivery care
--Diarrheal disease prevention and case management
--Emergency treatment assessment and triage (ETAT)
--Essential newborn care
--Essential obstetric care
--Growth monitoring/growth promotion
--Immunization
--Infant and young child feeding

--Infection prevention in delivery care
--Integrated Management of Childhood Illness (IMCI)
--Low birth weight/kangaroo care/skin-to-skin
--Maternal sepsis/infection
--Neonatal sepsis/infection
--Newborn resuscitation/asphyxia
--Pneumonia case management
--Post-partum care
--Post-partum hemorrhage
--Pre-eclampsia/eclampsia
--Prenatal care
Orphans and vulnerable children
--Building QI capacity in OVC implementers
--Coordination of OVC care
--Developing OVC service standards
--OVC services
--Youth involvement
Other
--Influenza
--Chronic conditions
Patient Safety
--Adverse events
--Antimicrobial resistance
--Blood safety
--Hand hygiene
--Infection control and prevention
--Medical injection safety
--Surgical safety
Reproductive Health
--Adolescent reproductive health
--Family planning
--FP-HIV integration
--FP-MCH integration
Tuberculosis
--Directly observed treatment, DOTS
--Isoniazid preventive therapy
--Multidrug-resistant (MDR)/Extensively drug-resistant (XDR) TB
--Public-private mix
--Social mobilization
--TB case finding and diagnosis
--TB case management
--TB-HIV
--TB infection control

Region and Country:

Use CTRL + Click to identify the region and country where this collaborative was implemented.

Date improvement activities began: *

Select month and year when teams in the collaborative began improvement activities.

       Year:*

       Month:*

Date of end of collaborative:

If the collaborative has ended, select the month and year when the final conference or last learning session of the collaborative took place. If the collaborative is still ongoing, leave this field blank.

       Year:

       Month:

Aims/objectives:*

Improvement objectives or aims are statements of the desired outcomes that a collaborative seeks to achieve; they define a collaborative's purpose and guide its planning and implementation. Please briefly describe the objectives of this collaborative and its quantitative targets for improvement. (Example: "The collaborative seeks to improve compliance with case management standards for key childhood illnesses. The collaborative's aim is to reduce case fatality from diarrhea in children under five years by 25%.")

Implementation package/interventions:*

The implementation package defines the critical changes to current practice that all teams in a collaborative will implement. The initial implementation package lays out a set of practices and desired procedures built on the best existing evidence that both local and international stakeholders and experts agree, if implemented, will lead to the desired outcomes. Briefly describe the key technical interventions or best practices that teams participating in this collaborative are expected to implement. If available, upload a document describing the collaborative's implementation or change package using the "Related documents" feature below or attach documents to an email.

Measurement:*

Please briefly describe what are the key indicators used by teams participating in this collaborative to reflect progress toward meeting the collaborative's improvement objectives. Please indicate how and how often teams are expected to measure these indicators. If available, upload a document describing the collaborative's measurement strategy or indicators using the "Related documents" feature below or attach documents to an email.

Spread strategy:

Collaboratives typically seek to develop service delivery models, organizational changes, and operational knowledge about how to implement best practices in a specific setting that can be scaled up throughout the sponsoring organization. Please describe the plan for scaling up to more sites the best practices developed in this collaborative, either through a spread collaborative or other spread strategy.

Number of sites/coverage:*

List the number of sites (facilities, communities, or teams) participating in the collaborative and the geographic coverage in the country. If additional sites have joined the collaborative since its beginning, please also indicate the number of sites that were participating when the collaborative began. Indicate what proportion of the total of number of this kind of site in the country is represented by sites participating in the collaborative. (Example: There are 22 health centers participating in the collaborative, located in 22 districts in 6 of the country's 10 health regions. There are 60 districts in all in the country.)

Coaching:

Describe how teams are supported in the technical areas addressed by the collaborative and in the use of QI methods. Use the "Related documents" feature or attach files to an email to add to this collaborative profile any tools used by coaches to guide teams or gather lessons from teams.

Learning sessions & communication among teams:

An essential feature of a collaborative is the network it creates that shares experiences, results, and promising practices across teams. These shared learning opportunities are often organized as "learning sessions," but may also involve communication of results by coaches who visit multiple teams, use of a Web site where data and experiences are posted, telephone calls, smaller meetings, and other mechanisms. Please describe how and how often teams share results and best practices in this collaborative. Use the "Related documents" feature below or attach documents to an email to share documents describing how learning is shared or tools for facilitating the sharing of lessons in this collaborative.

Results:

What are the main results the collaborative has achieved? What evidence has been collected to show that the implementation package led to improved care? If any reports have been written to present the collaborative's results, please use the "Related documents" feature or attach documents to an email to share them.

Best practices/conclusions:

If the collaborative has ended, what were the final best practices developed by teams to improve care? What recommendations came out of the collaborative for how other sites can improve care in this area? Use the "Related documents" feature or attach documents to an email to add reports on the collaborative's results to this profile.

collaborative_img:

To attach a photo related to the collaborative, please browse to the location of the image and then click 'Upload'. Allowable file types are those with extensions jpg, jpeg, png, or gif.

Related documents:

To attach a document to your collaborative profile, please browse to the location of the file and then click 'Upload'. To add more than one file, click 'Add another item'. Allowable file types are those with extensions txt, pdf, doc, xdoc,or ppt.

Fulltext URL:

To link to a file or page on another website, please give the name of the file in the 'Title' field and write the complete web address in the 'URL' field. Click 'Add another item' to add more than two URLs.

Please click 'Save' before leaving the page to save your Collaborative Profile to the HCI Improvement Database. Once the profile has been published by the site administrator, you may revise the profile at any time by selecting the 'Edit' tab above the profile. (You must be logged into the site to change a collaborative profile.)