

Quality Improvement Project Process: Take Your Education from Interest to Impact

A STEP-BY-STEP GUIDE FROM INTEREST TO PROJECT COMPLETION

1

Submit Project Interest Form

Complete the online project interest form indicating your interest in a QI/PI project, research project, or internship. This is located on the Thomas Hospitals home page under 'research.'



2

Research Team Review

Your interest survey will be reviewed by the research team.



3

Initial Consultation

The research team will reach out regarding your interest survey submission. The research team will work with you to determine if you are working on a QI/PI project or a research project.



4

Referral to Quality Leadership

The research team will send your request to the quality lead for review.



5

Project Planning / Mentor Assignment

The quality lead will reach out to you to discuss your goals/objectives and your request details. If you do not have a mentor, the quality lead will work to provide you with one.



6

Research Office Onboarding

Once you established your quality project structure, you will be referred back to the research office for further on-boarding.



7

Project Activation

Once your onboarding is completed by the research team, the quality team will be notified. You will then move forward with discussion with your quality representative.



8

Start Project

Your quality project has now begun, and you are working with your quality representative and physician mentor.



9

Data Analysis and Project Write-Up

Complete analysis, chart reviews, and work with your mentors on completing out your project.



10

Project Completion and Dissemination

Finalize and present project results. Your physician mentor and quality representative will help you determine where your project will be reviewed.



11

You Did It!

Now that you have finished your project, it is up to you to notify the research team. The team would love to hear about your experience and if there are any opportunities for us for improvement!



12

Access Removed

Your access will now be removed from our electronic health record.



Throughout this process, you will receive guidance and support from your physician mentor, quality lead, research team, and the quality department. Just ask!