

**Application answers should not refer to name, organization and/or location or the application**   
**will be deemed ineligible.**

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| **EXECUTIVE SUMMARY - 5 points max**  ***The executive summary must provide project description, goal, improvement strategy, results and lessons learned.*** |

(**The Executive Summary must not exceed two pages.** The Executive Summary does not count in the application narrative total number of pages.)

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| ***NOTE:*** *Content from the Executive Summary will appear in the Compendium if your application is deemed eligible by receiving at least 75 points. Please write concise, print-ready copy in this section.*  **NAM Six Aims Alignment:** Type here.  **COVID-19 Internal Planning and Response Structure:** Type here.  **COVID-19 Challenge Statement:** Type here.  **COVID-19 Planned Solution:** Type here.  **Strategy to Respond:** Type here.  **Communication Strategy:** Type here.  **Engagement of Leaders and External Stakeholders:** Type here.  **Results:** Type here.  **Sustainability of Resources and Results:** Type here.  **Lessons Learned:** Type here. |

APPLICATION  
(**The application narrative must not exceed nine pages.**)

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| **APPLICATION INFORMATION** | | |
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| Application Category: | Choose an item. |
| Project Scope: | Choose an item. |
| COVID-19 Focus: | Choose an item. |

If “Other,” please specify:

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| **NAM Six Aims Alignment - 5 points max**  ***Please check all that apply and describe the alignment in the open text field provided.*** |

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|  | Safe - Care should be as safe for patients in health care facilities as in their homes. |
|  | Timely - Patients should experience no wait or delay in receiving care and services. |
|  | Effective - The science and evidence behind health care should be applied and serve as the standard in the delivery of care. |
|  | Equitable - Unequal treatment should be a fact of the past; disparities in care should be eradicated. |
|  | Efficient - Care and service should be cost effective, and waste should be removed from the system. |
|  | Patient-Centered - The system of care should revolve around the patient, respect patient preferences and put the patient in control. |
| Type here. | |

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| **COVID-19 Internal Planning and Response Structure – 10 points max**  ***Please describe the following in the open text field provided.*** |

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| * a description of the internal structure, systems and processes used to plan and respond to all aspects of the COVID-19 pandemic * operational communication systems to ensure organization-wide situational awareness for planning and response |
| Type here. |

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| **COVID-19 Challenge Statement - 5 points max**  ***Please describe the following in the open text field provided.*** |

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| * the relevant COVID-19 response challenge identified * why this health care problem was selected over other identified challenges related to COVID-19 response * how this challenge affected the hospital mission to deliver care to all patients and families * how this challenge affected the community management of the pandemic |
| Type here. |

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| **COVID-19 Planned Solution - 5 points max**  ***Please describe the following in the open text field provided.*** |

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| * the specific objective developed to address the COVID-19 challenge identified in this application * the targets developed to track implementation and outcomes * the sources of data and information used to develop the solution |
| Type here. |

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| **Strategy to Respond - 15 points max**  ***Please describe the following in the open text field provided.*** |

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| * a detailed description of the strategy, approach and implementation of this solution * guidance and resources used to support the strategy and plan * the timeline of implementation * the method to evaluate implementation and outcomes * if applicable, the location(s) for this solution (one unit, all units, community-based, etc.) and why this location was selected |
| Type here. |

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| **Communication Strategy - 10 points max**  ***Please describe the following in the open text field provided.*** |

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| * the communication strategies used to disseminate knowledge among internal staff the communication strategies used to share information with regional partners and community leaders * the communication strategies used to share information broadly with the community |
| Type here. |

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| **Engagement of Leaders and External Stakeholders - 10 points max**  ***Please describe the following in the open text field provided.*** |

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| * specific actions that demonstrate ongoing leadership engagement throughout the response * specific actions that demonstrate external stakeholder engagement throughout the response * communication strategies that demonstrate ongoing executive support |
| Type here. |

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| **Results - 15 points max**  ***Please describe the following in the open text field provided. Please note: one, five-page supplemental document in Word, Excel or PDF format may be submitted with the application to support this section; any supporting material including photographs are encouraged.*** |

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| * describe in detail the specific results achieved * include outcomes for the population benefiting from the solution (patients, family, health care workers) * include the time period for which results are noted * compare your results with national, state or other emerging practices throughout the pandemic response |
| Type here. |

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| **Sustainability of Resources and Results - 5 points max**  ***Please describe the following in the open text field provided.*** |

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| * whether this solution will be sustained or adapted as an ongoing strategic or operational objective for the organization * strategy to sustain and improve on, or further expand, the results of this project * resource allocation to support sustainability * how did this solution affect future efforts in patient care, community partnerships or health care resiliency (based on solution) |
| Type here. |

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| **Lessons Learned - 15 points max**  ***Please describe the following in the open text field provided.*** |

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| * an overall assessment of key lessons learned throughout the COVID-19 pandemic response * the most significant positive lessons learned as a result of this solution * the most significant challenges identified as a result of this solution — how did you address or mitigate this challenge * how did this solution alter relationships within the community, with health care partners, staff or other groups (based on solution) |
| Type here. |

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GLOSSARY OF TERMS

(This page does not count in the application narrative total number of pages.)

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| Type here. |

APPENDIX  
(Up to five pages)

(This section does not count in the application narrative total number of pages. Any graphics, photographs etc., may be used in the final report to highlight best practices.)

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| Type here. |