

THE NATIONAL QUALITY FORUM

CONFERENCE CALL OF THE COMMON FORMATS EXPERT PANEL

June 8, 2009

Panel members present: Henry Johnson, MD, MPH (Co-Chair); David C. Classen, MD, MS (Co-Chair); John Clarke, MD; Matthew Grissinger, RPh, MS; Mark Keroack, MD, MPH; Mary Krugman, PhD, RN; Arthur Levin, MPH; Nancy Ridley, MS; Prof. William Runciman; Heather Sherman, PhD; Liaison Member: William Munier, MD

Others present: Amy Helwig, AHRQ; Rita Munley Gallagher, American Nurses Association; Kay Jewell, Tara Center.

NQF Staff: Melinda Murphy, RN, MS, NE-BC; Peter Angood, MD, FCCM; Eric Colchamiro, MPA.

WELCOME, INTRODUCTIONS, AND APPROVAL OF MAY MINUTES

Following Dr. Johnson's welcome, the Panel approved the minutes of its May conference call without change. Dr. Johnson then introduced Drs. Munier and Helwig from the Agency for Healthcare Research and Quality (AHRQ), to provide an update on revisions to AHRQ's Common Formats for event reporting.

UPDATE ON REVISIONS TO COMMON FORMATS

GENERAL COMMENTS

Dr. Munier said that as AHRQ moves toward the release of Common Formats Version 1.0, staff is trying to use descriptive (plain language) terminology, particularly in event-specific forms. He added that the advice given by the Expert Panel has proved to be extremely helpful for the Common Formats as AHRQ continues its effort to create a more usable set of forms. Final revisions to the Common Formats will be circulated to the Panel prior to the release of Version 1.0.

Ms. Murphy added that, as with Version 0.1 beta, NQF expects to begin collecting comments about Common Formats Version 1.0 using the NQF data collection tool, updated to mirror Version 1.0 content, on the date they are released to the public.

SPECIFIC COMMENTS

Dr. Helwig said that AHRQ continues to make revisions to event descriptions. As part of that work, it continues to work with the Centers for Disease Control and Prevention (CDC) to ensure that the Healthcare Associated Infections (HAI) form is consistent with that of the National Healthcare Safety Network (NHSN). AHRQ has reviewed the Comprehensive Unit- Based Safety Program in Michigan, which tracks HAI statistics and has further reviewed HAI reporting elements with CDC and Veterans Affairs staff. AHRQ staff will also review the Pennsylvania Patient Safety Reporting System, specifically HAI elements in its effort to ensure that the HAI form is maximally useful and consistent with other relevant HAI reporting tools.

A panel member noted that the Pennsylvania system parallels the CDC effort, except for its work with nursing homes.

Another Panel member asked about AHRQ's effort to create a less-detailed version of the CDC NHSN. Dr. Helwig said that AHRQ continues to work with CDC in that regard; however, an agreement has not been reached. Dr. Munier added that AHRQ is working to find a solution that is sensitive to concerns from hospitals, in terms of the labor-intensive requirements of NHSN, particularly as an increasing number of states (currently 19) require NHSN. In response to a question from a Panel member, Dr. Munier said that AHRQ's goal is to release the NHSN "lite" HAI form in August, contingent on staff's determination that it is ready for distribution. AHRQ staff is striving to arrive at agreements that will produce a resource for hospitals that collects essential information in a form that is easy to use. He also said that the existing version of NHSN can/will continue to inform and guide CDC's research efforts.

In its discussion, Expert Panel members touched on New York's soon-to-be-released system and the potential that an NHSN "lite" HAI form has for permitting data export into the NHSN database. AHRQ staff stressed that AHRQ is prepared to defer to NHSN but is working to reduce the data collection burden to hospitals that NHSN now involves.

Dr. Helwig also noted that AHRQ continues to proceed with its effort to combine the Common Formats surgery and anesthesia forms. AHRQ is on schedule for an August release of updates to the current 12 forms; the Panel should see the forms in advance of release though it will be very close to the release date since AHRQ will be working to finalize the forms until their release. Technical specifications that will allow vendors to convert the Common Formats from paper-based to an electronic format are scheduled for release in December. AHRQ anticipates the Network of Patient Safety Databases will begin receiving non-identifiable patient safety work product (in the Common Formats) from Patient Safety Organizations (PSOs) in late 2010.

AHRQ PSO MEETING

Dr. Helwig noted that the agenda is nearly finalized for the first annual meeting of PSOs, which will be convened by AHRQ on September 16-18, 2009, in Rockville, MD. This immediately follows AHRQ's annual meeting.

During the AHRQ meeting, there will be two sessions on PSOs; Monday, Sept. 14 at 1 p.m.; with a repeat on Wednesday, Sept. 16 at 10 a.m. The sessions are entitled, "Advancing Safety and Quality: Supporting Patient Safety Organizations in Reducing Risks to Patients."

SEPTEMBER IN-PERSON MEETING OF THE EXPERT PANEL

The Panel discussed being on site for the PSO meeting, and its plan to convene separately during that period. AHRQ staff suggested a meeting on Wednesday afternoon, so as to not overlap with the annual meeting or the PSO sessions.

Ms. Murphy said that this meeting would likely focus on Version 1.0 of the Common Formats, and other relevant discussion topics that flow from the AHRQ PSO meeting. A draft agenda for this September meeting will be discussed at the Panel's July meeting.

AHRQ staff noted that attendance at the PSO meeting is limited to PSOs, contractors involved with the Common Formats work, and the NQF Common Formats Expert Panel based on its charge and responsibility.

REVIEW OF PROCESS AND CRITERIA FOR COMMON FORMATS COMMENTS As noted, AHRQ expects to release Common Formats Version 1.0 in August and NQF expects to open the comment period to begin receiving comments on Version 1.0 on the release date. Further, NQF expects to close the comment period on December 31, 2009; this has been agreed upon between NQF and AHRQ. Consideration of comments triaged to the Expert Panel can then begin in January 2010.

AHRQ staff agreed that comments triaged to them were appropriate; no recommendations for change were made. The Panel affirmed that the process and criteria used for addressing comments about Common Formats 0.1 Beta continue to be appropriate and should continue to be used with a few changes. Members discussed how comments about the Common Formats Version 0.1 Beta were reviewed, and the manner in which comments were triaged. One Panel member suggested that all comments, including those from Panel members, be triaged using the criteria previously approved. In triaging comments related to version 0.1 Beta, those submitted by Panel members, were triaged to the Panel, irrespective of the criteria. Another Panel member pointed out that changing the current approach may result in comments being more homogeneous. The Panel decided that the process will be changed to triage all comments based on the criteria regardless of submitter.

The Panel discussed its process for meeting to address comments about Version 1.0, and determined that a series of conference calls with a final in-person meeting (possibly in February 2010) would be effective. A Panel member noted that the criteria for comments to be assigned highest priority for Expert Panel review were not used during the last review. Ms. Murphy reminded those present that the criteria were established by the Panel for use in the event that the number of comments received was more than what the Expert Panel could address; since that was not the case, it was not necessary to apply the criteria. .

NQF MEMBER COMMENT

The meeting was opened to NQF member comments or questions; none were received.

PLANS FOR EXPERT PANEL MEETINGS THROUGH SEPTEMBER 2009

The tentative agenda for the Expert Panel conference call on July 13 will include further updates from AHRQ staff on revisions to the Common Formats. There will also be a discussion regarding the agenda for the September in-person meeting of the Panel. The August and September Panel meetings likely will be cancelled; however, members were encouraged to continue to hold the dates and times for those meetings pending cancellation.

REMINDERS

The next Common Formats Expert Panel conference call will be Monday, July 13, 2008 from 4:00-5:30 p.m. ET. Materials and dial-in information for the call will be sent via email prior to the call.