



## CALL FOR NOMINATIONS TO MUSCULOSKELETAL STANDING COMMITTEE

### BACKGROUND

Musculoskeletal disorders (MSDs) are injuries or disorders, including inflammatory and degenerative disorders affecting the muscles, nerves, tendons, joints, cartilage and supporting blood vessels, and disorders of the nerves, tendons, muscles and supporting structures of the upper and lower limbs, neck, and lower back that are caused, precipitated or exacerbated by sudden exertion or prolonged exposure to physical factors such as repetition, force, vibration, or awkward posture.<sup>1</sup> Musculoskeletal disorders and diseases are a leading cause of disability in the United States, with increasing prevalence and cost associated with musculoskeletal diseases in an aging population.<sup>2</sup> In addition to the morbidity associated with musculoskeletal disorders, there has been a significant increase in the total costs associated with treatment of musculoskeletal disorders. Low back pain is among the most common reasons for visits to physicians and a major reason for work-related disability. Because of the burden of these disorders, there is a critical need for nationally recognized musculoskeletal care measures.

The Department of Health and Human Services (HHS) has previously contracted with the National Quality Forum (NQF) to conduct musculoskeletal measure endorsement projects. As of 2011, these projects yielded 26 NQF-endorsed measures which are due for maintenance. These measures primarily relate to care of low back pain, osteoarthritis and rheumatoid arthritis, and pain management. This project will focus on the consensus-based endorsement, maintenance and harmonization of individual and composite musculoskeletal measures of process, outcomes and structure. NQF will solicit new measures inclusive of all aspects of musculoskeletal health for review and endorsement that address all populations, with an emphasis on disparate and vulnerable populations. This project will include maintenance review of the 26 NQF-endorsed measures and harmonization of endorsed musculoskeletal health measures. This project will also provide information about domains in which gaps in musculoskeletal care exist, in the context of the National Quality Strategy (NQS) priorities.

### COMMITTEE CHARGE

A multi-stakeholder Standing Committee will be established to evaluate newly submitted measures and measures undergoing maintenance review and make recommendations for which measures should be endorsed as consensus standards. This Committee will work to identify and endorse new performance measures for accountability and quality improvement that specifically address areas within musculoskeletal disorders. Measures concerning outcomes, treatments, diagnostic studies, interventions, or procedures

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<sup>1</sup> Centers for Disease Control and Prevention, Musculoskeletal Disorders, <http://www.cdc.gov/niosh/programs/msd>. Last Accessed, June 2013.

<sup>2</sup> United States Bone and Joint Initiative: *The Burden of Musculoskeletal Diseases in the United States*, Second Edition, Chapter 9. Rosemont, IL: American Academy of Orthopaedic Surgeons; 2011.

**Nominations Due By TUESDAY, JANUARY 21, 2014 6:00 PM ET**

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associated with these conditions will be considered. Additionally, the Committee will evaluate consensus standards previously endorsed by NQF under the maintenance process.

The Standing Committee's primary work is to evaluate the submitted measures against NQF's standard [measure evaluation criteria](#) and make recommendations for endorsement. The Committee will also:

- oversee the portfolio of musculoskeletal measures
- identify and evaluate competing and related measures
- identify opportunities for harmonization of similar measures
- recommend measure concepts for development to address gaps in the portfolio
- provide advice or technical expertise about the subject to other committees (i.e. cross cutting committees or the Measures Application Partnership)
- ensure input is obtained from relevant stakeholders
- review draft reports and recommendations
- recommend specific measures and research priorities to NQF Members for consideration under the Consensus Development Process (CDP).

To learn more about the work of NQF's CDP Standing Committees, review our [Committee Guidebook](#).

### STANDING COMMITTEE

This Committee will be seated as a standing committee comprised of 20-25 individuals, with members serving terms that may encompass multiple measure review cycles.

#### *Terms*

**Standing Committee members will initially be appointed to a 2 or 3 year term.** Each term thereafter would be a 3 year term, with Committee members permitted to serve two consecutive terms. After serving two terms, the Committee member must step down for one full term (3 years) before becoming eligible for reappointment. For more information, please reference the Standing Committee Policy.

**Participation on the Committee requires a significant time commitment. To apply, Committee members should be available to participate in all currently scheduled calls/meetings.** Over the course of the Committee member's term, additional calls will be scheduled or calls may be rescheduled; new dates will be set based on the availability of the majority of the Committee.

Each measure review cycle generally runs about 7 months in length.

#### **Committee participation includes:**

- Evaluate submitted measures against NQF's measure evaluation criteria during each cycle of measure review
  - Each committee member will be assigned a portion (1-5) of the measures to fully evaluate (approximately 1-2 hours/measure) and provide a preliminary evaluation on a workgroup call
  - Each committee member should familiarize themselves with all measures being reviewed (approximately 15-30 minutes per measure)

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- Participate in the orientation call (2 hours)
- The option to attend one of two NQF staff-hosted measure evaluation Q &A calls (1 hour)
- Evaluate measures with the full Committee by participating in one of four workgroup calls (2 hours); workgroup assignments will be made by area of expertise;
- Attendance at initial in-person meeting (2 full days in Washington, DC);
- Complete measure evaluation by attending the post-meeting conference call (2 hours)
- Attend conference call following public commenting to review submitted comments (2 hours)
- Complete additional measure reviews via webinar
- Participate in additional calls as necessary
- Complete surveys and pre-meeting measure evaluations
- Present measure evaluations and lead discussions for the Committee on conference calls and in meetings

### Table of scheduled meeting dates

Meeting	Date/Time
<b>Orientation Call (2 hours)</b>	March 14, 2014, 12PM – 2:00PM ET
<b>Measure Evaluation Q&amp;A</b>	April 4, 2014, 1:00PM-2:00PM ET April 9, 2014, 1:00PM-2:00PM ET
<b>Workgroup Call (2 hours)</b>	April 14, 2014, 1:00PM – 3:00PM ET April 17, 2014, 1:00PM – 3:00PM ET April 24, 2014, 1:00PM – 3:00PM ET April 25, 2014, 2:00PM – 4:00PM ET
<b>In-person meeting (2 days in Washington, DC)</b>	May 7, 2014, 8:30AM – 5:00 PM May 8, 2014, 8:30AM – 3:00 PM
<b>Post meeting conference call (2 hours)</b>	May 21, 2014, 12:00 PM – 2:00 PM
<b>Post Draft Report Comment Call (2 hours)</b>	July 31, 2014, 1:00 PM – 3:00PM ET

### *Preferred Expertise & Composition*

Standing Committee members are selected to ensure representation from a variety of stakeholders, including consumers, purchasers, providers, professionals, plans, suppliers, community and public health, and healthcare quality experts. Because NQF attempts to represent a diversity of stakeholder perspectives on committees, a limited number of individuals from each of these stakeholder groups can be seated onto a committee.

Nominees should possess relevant knowledge and/or proficiency in process and outcome quality measurement and/or clinical expertise in the evaluation, treatment, diagnostic studies, imaging, interventions, or procedures associated with musculoskeletal disorders, across multiple care settings. NQF is seeking nominees with a variety of clinical experience (including physicians, nurses, therapists, case managers, unit managers, and executives), health plans and purchasers, as well as methodologists. We also are seeking expertise in disparities and care of vulnerable populations.

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Please review the NQF [Conflict of Interest policy](#) to learn about how NQF identifies potential conflict of interest. All potential Steering Committee members must disclose any current and past activities prior to and during the nomination process in order to be considered.

### CONSIDERATION AND SUBSTITUTION

Priority will be given to nominations from NQF Members when nominee expertise is comparable. Please note that nominations are to an individual, not an organization, so “substitutions” of other individuals from an organization at conference calls, meetings or for voting is not permitted. Committee members are encouraged to engage colleagues and solicit input from colleagues throughout the process.

### APPLICATION REQUIREMENTS

Self-nominations are welcome. Third-party nominations must indicate that the individual has been contacted and is willing to serve. To be considered for appointment to the Steering Committee, please submit the following information:

- a completed [online nomination form](#), including:
  - a brief statement of interest
  - a brief description of nominee expertise highlighting experience relevant to the committee
  - a short biography (maximum 100 words), highlighting experience/knowledge relevant to the expertise described above and involvement in candidate measure development;
  - curriculum vitae or list of relevant experience (e.g., publications) *up to 20 pages*
- a completed conflict of interest form. This will be requested upon your submission of the nominations form for Committees actively seeking nominees.
- confirmation of availability to participate in currently scheduled calls and meeting dates. Committees or projects actively seeking nominees will solicit this information upon submission of the online nomination form.

### DEADLINE FOR SUBMISSION

All nominations *MUST* be submitted by **6:00 pm ET on January 21, 2014**.

### QUESTIONS

If you have any questions, please contact Farhia Mussa or Kathryn Streeter, at 202-783-1300 or [musculoskeletal@qualityforum.org](mailto:musculoskeletal@qualityforum.org) . Thank you for your interest.