**CALL FOR NOMINATIONS TO STEERING COMMITTEE**

***NQF Call for Nominations***

***September 2009***

**Healthcare Acquired Conditions**

**and Serious Reportable Events in Healthcare**

The National Quality Forum (NQF) is seeking nominations for members of a Steering Committee for a new project funded by its contract with the Department of Health and Human Services (Contract #HHSM-500-2009-00010C). This committee will further define healthcare acquired conditions (HACs) and then develop an expanded listing of HACs which will be relevant for environments of patient care beyond hospital settings. During this activity, the NQF-endorsed® list of Serious Reportable Events in Healthcare will also be reviewed and updated for 2010.

**BACKGROUND**: In 2002, NQF published a report, Serious Reportable Events in Healthcare, which identified 27 adverse events occurring in hospitals that are serious, largely preventable, and of concern to both the public and healthcare providers. The objective of the report and project was to establish consensus among consumers, providers, purchasers, researchers, and other healthcare stakeholders about those preventable adverse events that should never occur and to define them in a way that, should they occur, it would be clear what had to be reported. This report was updated in 2006, with one additional event being added. In addition, the 2006 update summarized the progress that had been made implementing the list and provided guidance to those engaged in implementing such reporting systems. This program is now due for review and maintenance with possible updates and additions to the listing of SREs that will be published in early 2011.

The Department of Health and Human Services (HHS) has recently recognized the importance of identifying other types of HACs that are not necessarily NQF SREs, nor specific hospital acquired conditions that are related to payment or reimbursement practices. There is also recognition that these new HACs should be expanded into other environments of care beyond hospital settings, and that they should be relevant and applicable for these non-hospital settings. As such, the HACs will delineate the conditions or complications that are acquired by patients throughout the processes of care for a given illness, which may be managed in any of the following different healthcare environments:

1. Ambulatory care (including physician offices, outpatient clinics and dialysis facilities)
2. Inpatient hospital (including related inpatient services and emergency departments)
3. Skilled nursing facilities
4. Home health and hospice settings

**STEERING COMMITTEE**: A Steering Committee will oversee the development of a draft consensus report identifying a listing of the HACs for the various environments of healthcare as well as updating the list of SREs, making recommendations on revisions to consider so that the listings of both the HACs and SREs are current and appropriate. The Steering Committee, comprising 20 individuals, will represent the range of stakeholder perspectives, including consumers, purchasers, quality improvement professionals, researchers, and healthcare system professionals possessing knowledge and/or experience in the relevant clinical areas.

**Steering Committee members should not have a vested interest in the candidate measures. This includes employees or contractors of measure owners/developers; members of workgroups that developed the measures; and members of committees that approve measures, or direct or set policy for measure development.** For more information, please refer to NQF’s [Conflict of Interest Policy](http://www.qualityforum.org/uploadedFiles/Quality_Forum/Measuring_Performance/Consensus_Development_Process%E2%80%99s_Principle/Conflict_of_Interest_Policy.pdf). All potential Steering Committee members must disclose any current and past activities during the nomination process.

As with all NQF projects, the Steering Committee will work with NQF staff to develop specific project plans, provide advice about the subject, ensure input is obtained from relevant stakeholders, review draft products, and recommend specific measures and research priorities to NQF Members for consideration under the Consensus Development Process.

**TIME COMMITMENT: *The Steering Committee will meet in person for three two-day meetings. The first is scheduled for November 18-19, 2009; the second for April 14-15, 2010; and the third for July 20-21, 2010. All will take place in Washington, DC***. Additionally, Steering Committee members will meet by conference call for two hours. This conference call is scheduled for Wednesday, November 4, 2009 from 2:00 p.m. to 4:00 p.m. Follow-up e-mail communications or conference calls may be needed.

**CONSIDERATION AND SUBSTITUTION:** Priority will be given to nominations from NQF Members. Please note that nominations are to an individual, not an organization, so substitutions of other individuals from an organization at conference calls are not permitted.

**MATERIAL TO SUBMIT:** 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 send the following information:

* A completed [Nomination Form](http://www.qualityforum.org/projects/hacs_and_sres/SCnominationform.aspx);
* Confirmation of availability to participate in the November 18-19, 2009; April 14-15, 2010; and July 20-21, 2010 in-person meetings;
* A 2-page letter of interest and a maximum 100-word biography highlighting experience/knowledge relevant to the expertise described above and involvement in candidate measure development;
* A curriculum vitae and/or list of relevant experience (e.g., publications) *up to 20 pages;* and
* A completed [Non-Disclosure Agreement](http://www.qualityforum.org/docs/NQF_Proprietary_Policies_Non_Disclosure_Combined_Form3.aspx).

Materials should be submitted only via e-mail to patientsafety@qualityforum.org with the subject line “SC Nomination.” Please indicate that the nomination is for the Steering Committee, to distinguish it from nominations to the Technical Advisory Panels.

**DEADLINE FOR SUBMISSION:** All nominations MUST be submitted by **6:00 p.m. ET on Thursday, October 15, 2009**.

**QUESTIONS**: If you have any questions, please contact Jennifer Hurst, MHS at 202.559.9498 or patientsafety@qualityforum.org.