



Master Class Writing Workshop in Quality Improvement (QI) Studies Submission Template

Thank you for your interest in the Patient Safety Authority's QI study writing workshop! Fill in the fields below to provide information about your *completed* QI initiative, in 500 words or less.

When you have filled out this form, submit it via our [online submission portal](#). (You will need to create an account if you have not submitted to *Patient Safety* before.)

Note: At least one co-author must attend both workshop sessions on Thursday, March 7, 4–6 p.m. and Thursday, April 18, 4–6 p.m. Eastern Time. Completed manuscripts should be submitted by May 24, 2024.

Contact name:

Contact phone number:

Contact email:

I attest that:

- At least one co-author will attend both workshops.
- At least one co-author will have access to a microphone and camera during both workshops.
- At least one co-author can access Google Docs.
- Patient Safety* has the right of first refusal to publish any paper developed through this workshop.
- If applicable, my study was reviewed and approved by an Institutional Review Board (IRB).
- This project has not been previously published. If it has, please explain (e.g., during a poster presentation, in another journal) _____.
- None of the authors have any relevant financial conflicts to disclose. If they do, please explain _____.

Authors:

Facility:

QI initiative start date:

QI initiative completion date:

Title of QI initiative:

What was the problem your QI initiative solved? (1–2 sentences)

What is the background relevant to the problem? (2–3 sentences)

What was the current state when you started this QI initiative? (2–3 sentences)

What was the desired future state? (1–2 sentences)

What were the gaps when you started?

What were your SMART goals?

What did you do? (2–3 sentences)

What were your outcomes? (2–3 sentences)

Notes

*Don't worry if you don't have every component. Please complete what you can, and email questions to patientsafetyj@pa.gov.