



Links to the material referenced here can be found on the PQCNC website following the link to 'initiatives' followed by the link to 'ASNS' (<http://www.pqcnc.org/node/13794>) and looking in the 'Resources' pane of the page

### **Joining the Initiative**

Decided to join but don't have your team together? Submit an '***Intend to Register***' form so that we can keep you update on the Initiative (link in the Resources pane titled "Register Your Team!")

Ready to join and get started?

1. Please **submit a PQIT Roster** for your team (link in the Resources pane titled "***Register Your Team!***") If/when your roster changes please make sure to submit any changes in your team roster through this same link. We would like to be able to provide all team members with the latest information about the initiative and we can only do that with your help.
2. Complete a unit **Snapshot** (link in the Resources pane titled '***ASNS Data Resources***')
3. Familiarize yourself with the **Charter** and **Action Plan** (link in the Resources pane titled '***ASNS Data Resources***')
4. Plan your **Team Meetings**: Your team will need to schedule at least monthly meetings to review data, make plans for PDSA cycles, and plan for next steps.
5. Register your team for the **Initiative Kickoff Meeting** (link in Resources Pane titled '***ASNS Kickoff Learning Session Registration***')
6. On November 1 **start collecting ASNS Baseline Data** - any patient admitted on November 1st is eligible for the ASNS database. (Data forms, Delphi Instructions, Data Dictionaries, etc., all available at the link in the Resources pane titled '***ASNS Data Resources***')
7. **Attend the Kickoff Learning session with your team**
8. On February 01 2017. **start collecting ASNS Initiative Data** - any patient admitted on November 1st is eligible for the ASNS database. (Data forms, Delphi Instructions, Data Dictionaries, etc., all available at the link in the Resources pane titled '***ASNS Data Resources***')
9. **Webinars**: Block time on your team's calendar to attend the monthly webinars held on the ***2nd Tuesday of every month at 12:00pm beginning in March.***
10. **Use Reports** available in Delphi to guide your work (Instructions on accessing reports available at the link in the Resources pane titled '***ASNS Data Resources***')
11. **Share Your Work** with the team, unit staff, and your Executive Champion: Please set up times to ***meet with your Executive Champions*** to update them on your progress and to ask for their help to meet your goals. PQCNC would suggest you meet with them every other month but no less than every quarter.