**Armstrong Institute Patient Safety and Quality**

**Leadership Academy Commitment Statement**

Leadership Academy Scholars will develop competencies over nine months of the program through its three components: 1) participation in didactic and discussion sessions, including Lean Sigma training; 2) completion of a patient safety or quality improvement project; and 3) attendance at institutional quality and safety meetings. The Leadership Academy begins Friday, September 6th , 2024, with sessions every other week through Friday, May 23rd , 2025 Lean Sigma training will occur on additional dates (see schedule, below).  

Criteria for successful completion of the program and receipt of a certification of completion are as follows:\*

      Participation in Leadership Academy sessions from September to May with a maximum of 2 absences, and attend one of the offered Lean Sigma series.

      Submission of project deliverables, including Lean Sigma training assignments, monthly project deliverables, and meeting reflections.

      Achievement of milestones leading to completion of a patient safety or quality improvement project. Insufficient progress may result in withdrawal from the program.

      Presentation of the project A3 at two project-in-progress sessions and the final celebration.

*\*Extenuating circumstances will be considered on an individual basis.*

**Applicant:**

I have read and acknowledge the expectations for successful completion of the program. I understand that this leadership program is estimated to require 10% effort over a nine-month period from September – May this fiscal year.

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Scholar\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Supervisor:**

I have read and acknowledge the expectations for successful completion of the program. I understand that this leadership program is estimated to require 10% effort over a nine-month period from September – May this fiscal year.

Supervisors will:

* At a minimum, meet monthly with scholars to provide feedback, review milestone achievement, and navigate potential barriers.
* Attend one 30-minute Project-in-Progress sessions for the scholar’s project on March 14, 2025.

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Supervisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2024-2025 Armstrong Institute Patient Safety and Quality Leadership Academy Schedule**

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| --- | --- |
| **Date** | **Topics** (exact order of didactic session topics may change) |
|  | Lean Sigma Training Option 1 |
|  | Lean Sigma Training Option 2 |
| 9/6/2024 | Orientation ( 9 AM – 3 PM) |
| 9/20/2024 | AI Quality, Safety, & Service Summit: Innovations & Connections |
| 10/4/2024 | Equity |
| 10/18/2024 | Measurement in Safety and Quality |
| 11/1/2024 | High Reliability Organizing |
| 11/15/2024 | Leading Teams/Change Management |
| 12/6/2024 | Human Factors |
| 12/20/2024 | Leadership for Change |
| 1/3/2025 | Project in Progress |
| 1/17/2025 | Implementation Science/ Translating Research into Practice |
| 1/21/2025 | Operating Management Systems |
| 2/14/2025 | Adverse Event Reporting / Safety Culture |
| 2/28/2025 | High Value Care/ Diagnostic Error |
| 3/14/2025 | Health Informatics/ Seconds Victims |
| 3/28/2025 | Project in Progress |
| 4/11/2025 | Patient Family Experience & Engagement / Communication Resolution Program |
| 4/25/2025 | Just Culture Training |
| 5/2/2025 | Regulatory Compliance / Risk Management |
| 5/23/2025 | Final Presentation and Celebration |