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Criteria for Armstrong Institute Faculty Appointments

The Armstrong Institute (AI) welcomes collaboration with faculty and staff across Johns Hopkins University to improve patient quality. This document discusses criteria for selection and responsibilities of faculty appointed to the AI, who are expected to promote the tripartite mission by conducting research, teaching and mentoring, and improving patient outcomes and value. Continued academic success and scholarship at JHU requires teams and a community of investigators who share similar passions and interest, who can share core resources, common space, and ideas and methods both formally and informally. Faculty membership in AI affords such an opportunity for quality and safety scholars throughout Johns Hopkins University to collaborate.

To advance the JHM tripartite mission of research, education, and patient care, the AI welcomes participation from **all** members of the broader JHU faculty community. All JHU faculty are encouraged to participate in AI training, grand rounds, collaboration opportunities. Our goal is to increase interest, engage, and provide mentoring to JHU faculty in the realm of patient safety and quality.

The AI has three types of faculty appointments: core faculty, associate faculty, and visiting faculty. The criteria for each of these are discussed below.

Core Faculty Member
Armstrong Institute for Patient Safety and Quality

Faculty are eligible to receive this appointment if they a) meet all requirements, b) fulfill all responsibilities, and c) complete the AI appointment process as outlined in "Procedures for AI Candidacy." Core faculty will typically have an office inside the AI and have access to space for their trainees, will be expected to attend AI faculty meetings and participate in strategic planning, and operate to advance the mission of the AI. Allocation of space and other scarce institutional resources must be approved by the Director prior to assignment. An overview of requirements is summarized in the Overview Table.

Eligibility Requirements (All)
- Completed advanced degree in field relevant to the AI mission or equivalent training and experience. Equivalent training is demonstrated by the (1) promotion to the

rank of Associate Professor and (2) scholarly focus on patient safety and quality improvement. Scholarship relevant to AI mission as demonstrated through peer-reviewed articles or presentations at national society meetings in quantity and quality required to be eligible for hire as an Assistant Professor in the Johns Hopkins University School of Medicine.
- Primary faculty appointment at The Johns Hopkins University

Term of Appointment: 3 years

Responsibilities
Core Faculty must fulfill **ALL** of the following:
- Contribute to the teaching mission of the AI by teaching in or directing major courses sponsored by the AI, if asked. At the discretion of the Director, activity in other courses or AI sponsored activities might substitute for this obligation.
- Contribute to the quality improvement mission of the AI by being available to serve as advisor on improvement projects and actively working to improve quality and patient safety within the Johns Hopkins System.
- Contribute to the research mission of the AI by participating in AI grants or contracts, collaborating scientifically with other core faculty members and making significant contributions to AI program development.
- Attend and participate in Faculty Meetings and other AI meetings/conferences.
- Participate in the mentoring of students, trainees and other faculty.

Privileges
- Opportunity for office space within the AI for themselves and their trainees (possible shared space)
- Use of AI administrative resources (e.g. website, grant processing)
- Identification on and Use of AI Letterhead as Core Faculty
- Permission to identify self as Core AI faculty on CV and/or business cards
- Inclusion of AI text in Resources/Environment section of grant applications
- Use of AI conference rooms
- Use of AI equipment
- Access to other core resources as they become available

Associate Faculty Member
Armstrong Institute for Patient Safety and Quality

Faculty are eligible to receive this appointment if they a) meet all eligibility requirements, b) fulfill some, but not necessarily all responsibilities, and c) complete the AI appointment process as outlined in "Procedures for AI Candidacy." Consideration will be given not only to the number of responsibilities met, but also to the closeness of the association with the AI and its Core Faculty. This appointment recognizes faculty who have close working associations with AI Faculty and have made contributions to the AI mission and goals. Associate Faculty will be able to participate in a community of scholars working on patient safety. They can participate in training, conducting research, mentoring, and implementing and evaluating interventions throughout JHM. To help recruit Associate Faculty and communicate with interested faculty across JHU, the Director (or designee) of the AI will communicate with Clinical Directors in the SOM and Deans or their designee of other JHU schools. The use of grant submission resources by Associate Faculty will be negotiated with the AI director (or designee). An overview of requirements is summarized in the Overview Table.

Requirements (All)
- Completed advanced degree in field relevant to the AI mission or equivalent training and experience. The equivalent training is demonstrated by the (1) promotion to the rank of Associate Professor (2) scholarly focus on patient safety and quality improvement. Scholarship relevant to AI mission as demonstrated through peer-reviewed articles or presentations at national society meetings in quantity and quality required to be eligible for hire as an Assistant Professor in the Johns Hopkins University School of Medicine.
- Primary faculty appointment at The Johns Hopkins University

Term of Appointment: 2 years

Responsibilities
<u>Associate Faculty</u> must fulfill **AT LEAST ONE** of the following:
- Participate regularly in major courses sponsored by the AI or other core activities.
- Contribute to the quality improvement mission of the AI by being available to advise on quality and patient safety projects within the Johns Hopkins System.
- Contribute to the research mission of the AI by participating in AI grants, collaborating scientifically with other core faculty members and/or making significant contributions to AI program development.
- Periodically, attend and participate in Faculty Meetings and other AI meetings/conferences.

Privileges
Associate faculty will have access to an environment and resources that promotes advancement of a scholarly career focused on attainment of research funding and advancement of the science of safety and quality improvement and designs, implements,

and evaluates interventions to improve patient outcomes and value. The environment will include access to mentors, collaborators, interdisciplinary resources.

- Negotiate for shared office space within the AI.
- Permission to identify self as Associate AI faculty on CV and/or business cards
- Inclusion of AI text in Resources/Environment section of grant applications
- Use of AI conference rooms
- Use of AI equipment

Visiting Faculty Member
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Faculty are eligible to receive this appointment if they a) meet all requirements except permanent full-time JHU faculty appointments, b) are prepared to fulfill some, but not necessarily all, responsibilities and c) complete the AI appointment process as outlined in "Procedures for AI Candidacy". They will, by definition, have close working associations with AI Faculty, but are expected to be at Hopkins for less than 2 years. An overview of requirements is summarized in the Overview Table.

Requirements (All)
- Completed advanced degree in field relevant to the AI mission or equivalent training and experience. The equivalent training is demonstrated by the (1) promotion to the rank of Associate Professor (2) scholarly focus on patient safety and quality improvement. Scholarship relevant to AI mission as demonstrated through peer-reviewed articles or presentations at national society meetings in quantity and quality required to be eligible for hire as an Assistant Professor in the Johns Hopkins University School of Medicine.
- Primary faculty appointment at academic university.

Term of Appointment: 1 year

Responsibilities
Visiting Faculty must fulfill **AT LEAST ONE** of the following:
- Participate in major courses sponsored by the AI or other core activities.
- Contribute to the quality improvement mission of the AI by being available to advise on quality and patient safety projects within the Johns Hopkins System.
- Contribute to the research mission of the AI by participating in AI grants, collaborating scientifically with other core faculty members and/or making significant contributions to AI program development.

Privileges
Visiting Faculty members will have access to an environment and resources that promote advancement of a scholarly career. This milieu is intended to facilitate attainment of research funding and advancement of the science of safety and quality improvement. The environment will include access to mentors, collaborators, interdisciplinary resources.

- Access to office space within the AI pending availability
- Participation in pooled administrative activities
- Permission to identify self as Visiting AI faculty on CV and/or business cards
- Inclusion of AI text in Resources/Environment section of grant applications
- Access to a computer workstation within the AI
- Use of AI conference rooms
- Use of AI equipment

Overview of Requirements, Responsibilities and Privileges
AI Faculty Affiliations

	Core Faculty	Associate Faculty	Visiting Faculty
Requirements			
Training: Advanced degree or equivalent training and experience in field relevant to AI mission	X	X	X
Scholarship: Peer-reviewed publications in the field of patient safety and/or quality	X	X	X
Faculty appointment: Johns Hopkins University	X	X	
Faculty appointment: Academic University			X
Previous Core Faculty Member			
Term	3 years	2 years	1 year
Responsibilities			
Contribute to teaching mission of AI	X	X	X
Contribute to quality improvement mission of AI	X	X	X
Contribute to the research mission of AI	X	X	X
Attend Faculty Meetings	X		
Participate in mentoring	X		
Privileges			
Office space in the AI	X	X	X
Use of pooled AI administrative activities	X		X
Identification on AI letterhead	X		
Identification as AI faculty on CV and business cards	X	X	X
Inclusion of AI in Resources/Environment section of grants	X	X	X
Use of AI conference rooms	X	X	X
Use of AI equipment	X	X	X
Access to other AI resources as available	X		