The Joint Commission

Dos and Don'ts for applying for the John M. Eisenberg Patient Safety and Quality Awards

Thinking about applying for the John M. Eisenberg Patient Safety and Quality Awards? Here are some helpful dos and don'ts on how to make sure your application is submitted correctly!

NOTE: Health care organizations applying for the National and Local Award that operate in settings for which Joint Commission has accreditation/certification programs must be accredited/certified by The Joint Commission to be eligible for the award. All applications must be submitted by 11:59PM Oct 29th. Platform opens Sept 3.

DO

Applications should be linked to these principles:
- dedication to improving the quality of healthcare and patient safety
- leadership in advancing methods for measuring and reporting healthcare quality
- expanding the public's capacity to evaluate the quality and safety of healthcare
- promoting healthcare choices based upon information about safety and quality
- addressing public health-related patient safety and quality challenges

Determine primary contact for application and use their contact information within the application. This is the individual with whom we will be in contact regarding your application.

Include the following information:
- Leadership-level name (such as a CEO or executive director) and contact information
- Organization's name
- Physical address and website address

Stay within the 7-page limit for supplemental documents including tables, figures, or graphic representations of your initiative. Applicants must reference each figure or table within their written responses to link the information.

Remember to download/export a PDF copy of your application. You can use it to double check over your work before submitting and/or save for your records.

DON'T

Submit an application that did not achieve measurable and sustained improvement in care processes or outcomes. Applications must include at least 12 months of data.

Hit the submit button without double checking your responses! There is a character limit for each question in the application and an automated counter. Responses over the character limit will be truncated.

Forget to include a biosketch for the lead of the initiative or nominee. Max. length 2 pages.

What does measurable improvement mean?
- Baseline data that shows the initiative's starting point
- The ability to explain the intervention that was used, as well as how it was innovative or novel
- Improvement metrics that track the initiative's effects from baseline to improvement to sustainment
- Evidence (results tables, statistical tests, run charts, and other quantitative methods) that shows how the improvement was achieved and sustained

One of the goals of the Eisenberg Award is to inspire other organizations. By applying, we hope to share your best practices and improvement strategies — in part or in full — to carry these lessons forward.

Get familiar with the application by checking out a sample application on The Joint Commission's website.

Completing the Online Application

All submissions must be entered into the online application to be considered. Applications are considered final once submitted and cannot be modified. Please review carefully before submitting.

Tips in preparing/writing your submission and navigating the online platform:

- Avoid repetition, and provide specific responses to each question, including specific examples for each question within the application.

- The online platform will save your entries as you proceed through the application. However, the software is designed to save your responses for 2 weeks and is linked to the computer IP address that was used to begin to enter the application fields. **After 2 weeks, you must restart your application.**

- To prepare your response outside the platform, access the application preview to determine the information, write responses offline, and then cut/paste the text into the online application. NOTE: If you compile your responses outside the application, please watch the character count for each response. There is no warning if you exceed the limit; your response will be truncated.

- Use the platform's forward and back arrows of each page to navigate, NOT your browser back button.

Note: After upload, a PDF cannot be deleted; however, before the application is submitted, another PDF can be uploaded to replace the existing upload.

If you experience any difficulties within the application platform please contact Eisenbergawards@qualityforum.org