CRICO Announces Request for Grant Applications to Improve Patient Safety

June 27, 2022 – CRICO, a recognized leader in evidence-based risk management, owned by and serving the Harvard medical community, is pleased to announce its **2023 Request for Applications (RFA) program** to advance our commitment to patient safety.

This RFA is designed to support identification, evaluation, and implementation of patient safety solutions aligned with identified areas of malpractice risk. **Priority will be given to proposals that are**:

- original

- evidence-based

- aimed at improving patient safety and reducing malpractice risk

- designed for operational sustainability within the investigator's organization

- establish collaborations between/among academic medical centers and community hospitals

- mitigate risks associated with a failure or inability to provide equitable patient care[1]

- have potential to be spread to other CRICO member organizations

PROJECT DURATION AND FUNDING

Support will be provided for no more than two years, **with a total budget not to exceed $210,000 per award** (**new for the 2023 RFA program**). Applicants with proposals requiring greater than $210,000 to meet the project's aims will need to demonstrate proof of supplemental funding.

PROJECT REQUIREMENTS

Principal Investigators must agree to dedicate at least five percent annualized effort to approved projects during the grant cycle. All research is to be conducted at CRICO-member healthcare organizations, with written notification from these organizations acknowledging their support and approval.

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[1] The Institute of Medicine (IOM) defines health equity as "providing care that does not vary in quality because of personal characteristics such as gender, ethnicity, geographic location, and socioeconomic status."

APPLICATION SUBMISSION PROCESS AND DEADLINE

As the first step in the process, applicants submit a formal Letter of Intent detailing their proposed project objectives and need for support. **Applications must be submitted via CRICO's online grants management system here: https://www.grantinterface.com/Home/Logon?urlkey=crico**

Applications should be submitted by the Principal Investigator leading the project. Applicants that have not used CRICO's online grants management system must first register by clicking 'Create New Account' and following the prompts. Returning users do not need to register. To re-set a password, click 'Forgot your Password?' and follow the prompts. After logging into the system, click 'Apply' (top of screen) to view the 2023 Request for Applications opportunity.

Detailed instructions on how to register and begin the application process via the online grants management system are found on our website here: Foundant Application Tutorial

Please reach out to CRICO Grants Administration (grants@rmf.harvard.edu) with any questions on use of this system.

Applications are due no later than 5:00pm on September 9, 2022. CRICO cannot accept applications submitted after this deadline.

RFA TIMELINE

DATE	MILESTONE
June 27, 2022	RFA Announcement
September 9, 2022 5:00 pm	**Deadline for Letter of Intent submission; CRICO cannot accept applications submitted after this deadline**
On or about October 7, 2022	Invitations for full proposals
November 4, 2022	Deadline for full proposals
March 2023	Final proposals presented for Board approval
April 2023	Notice of Grant Awards

APPLICATION REVIEW PROCESS

Submitted Letters of Intent (LOI) are reviewed internally by CRICO to determine alignment with CRICO's mission and RFA focus areas. Those deemed most congruent will be invited to submit a full proposal. All LOI and appendix materials initially submitted will then become part of the Principal Investigator's final grant application.

Institutional subject matter experts within each focus area will evaluate all full proposals. Proposals selected by this review committee will be submitted to the CRICO Board of Directors in March 2023 for funding consideration and approval.

PREPARING THE LETTER OF INTENT

The LOI must not exceed two pages (items **A**–**D** below) using 12-pt font, 1.5 line spacing, and 1-inch margins. Please include the following information in your submission:

A. Specific malpractice/patient safety issue addressed:

    1. Type of grant (*select one*):

- Examine specific domains of malpractice risk and patient harm

- Investigate strategic interventions

- Disseminate proven solutions

    2. Select one CRICO Focus Area (*see below for Focus Area details*)

    3. Identify the target population

    4. Evaluate the importance of the problem, risk, or critical barrier to patient care being investigated

    5. Describe how the project is original and innovative

    6. Describe how the proposed intervention will reduce malpractice risk

    7. If the proposal seeks to build upon your previously/currently grant-funded work, please provide the related project title and project funder

B. Specific Aims

C. Overview of Methodology

D. Impact Statement: Describe how this project will affect care delivered by provider members

REQUIRED LETTER OF INTENT APPENDICES

The following information must be included as an appendix to your LOI:

A. Budget of all proposed direct and indirect costs. **The CRICO budget template must be used**. Please provide and submit a separate budget for all subcontract or consortia costs (if applicable). *Please see the Budget Guidelines below for detailed information.*

B. Budget Justification explaining all budget line-items including a brief description of any Significant Contributors, subcontractors, partnerships, or other project affiliations. *Please see the Budget Guidelines below for detailed information.*

C. Curriculum Vitae (max. 5 pages each) or NIH Biosketch **of the Principal Investigator only.**

D. <u>At least One Letter of Support</u> (*no more than two letters will be accepted*)

1. **Please follow the instructions in CRICO's online grants management system to have your identified support individual submit their letter via this system.** The system will send the identified individual general instructions as noted below.

2. Note: you will need to identify at least one person to submit a Letter of Support. **This letter must be from a senior staff member at the applicant Institution**. The support letter must state that:

   i. The organization supports the Principal Investigator's proposed project and request to obtain CRICO support.

   ii. The organization(s) involved are fully capable of providing the necessary resources to undertake this proposed project plus any obligations that might exceed CRICO financial support, if awarded.

3. This letter must be written on the organization's letterhead, dated, and signed by the Division/Department Chief or Chair.

4. If your proposal requires support from another Division/Department within your organization (e.g., Information Technology), please submit an additional letter of support from that Department Head stating the Department will be able to provide the necessary resources to undertake this proposed project if awarded.

Request for Personal Demographic Data

To detect any instances of real or apparent inequities in our grant application review and award processes, CRICO is asking each Principal Investigator to <u>VOLUNTARILY</u> provide personal demographic data (gender, race, and ethnicity).

All responses will be kept confidential and declining to provide information will <u>NOT</u> affect consideration of an application. Further, any information provided will also not affect consideration.

This information is being requested from the Principal Investigator only and all analyses conducted on responses will report aggregate findings and will not identify individuals. Our request for this data is new for CRICO and our efforts to collect and use this data will be closely coordinated with CRICO's Grant Committees. **CRICO's online grants management system will provide a response section for Principal Investigator's choosing to submit personal demographic data.**

REQUEST FOR CLAIMS DATA

For CRICO claims data, please review our Benchmarking Reports available on our website here. In addition, to support researchers, authors, and patient safety leaders, CRICO makes available a set of data profiles related to some of the highest risk areas for medical malpractice vulnerability here. Unfortunately, CRICO is not able to provide grant applicants with claims data beyond what is publicly available.

Applications must align with one of the following Focus Areas:

- Patient Assessment

- Management and Performance of Medical Treatment/Procedural Safety (*procedures performed outside of the Operating Room*)

- Emergency Medicine

- OB/GYN

- Surgery

- Nursing

- Advanced Practice Providers

- Innovative Uses of Malpractice Data

- Emerging Health Care Delivery Models

- Documentation

Patient Assessment – We are interested in proposals that address "clinical situations which present vulnerabilities to frontline clinicians and predispose them to diagnostic errors" (Reyes, 2016). Issues to be addressed include:

- Factors (system or individual) that contribute to a provider's failure or inability to identify, address, or synthesize relevant clinical information (e.g., symptoms, history, physical findings, diagnostic tests, imaging results) leading to missed or delayed diagnosis. This category also includes failures or delays in ordering or interpreting diagnostic studies.

- Factors related to narrow diagnostic focus (includes reliance on previous assessment or diagnosis, atypical presentations, and inadequate patient assessment).

- Failure to rescue, defined as a clinician's or provider's delay in or lack of appropriate and timely response to a patient's deteriorating clinical condition.

We are interested in applications that explore risks in Patient Assessment for the following clinical domains: *Emergency Medicine; Radiology; General and Internal Medicine; Medicine Subspecialties, and Nursing*

Management and Performance of Medical Treatment/Procedural Safety (procedures performed outside the operating room)

We are interested in proposals that address the management and performance of medical treatment (procedures performed outside the operating room) by Emergency Medicine, General and Internal Medicine, Interventional Radiology, Radiology, and Nursing. Issues to be addressed include:

- Ways to reduce the risk of improper technical performance of specific procedures or treatments (e.g., cardiac catheterization, endoscopy, and interventional radiology).

- Risks associated with improper management of a patient's medical treatment course before, during, or after a procedure (e.g., delays, failure, or mismanagement of acute and/or chronic conditions, improper medication management, improper monitoring).

Emergency Medicine – We are interested in proposals that address risks and challenges associated with patient throughput, capacity management (patient surge), clinical processes for the management of complex patients.

OB/GYN – We are interested in proposals that include the design, evaluation or dissemination of interventions aimed at addressing risks associated with the recognition and management of fetal distress.

Surgery – We are interested in proposals that address risks associated with, and potential interventions for, the technical performance of general, orthopedic, neuro, and plastic surgery.

Nursing – We are interested in proposals that include the design, evaluation, or dissemination of interventions aimed at addressing risks associated with patient falls, patient monitoring/failure to rescue, medication safety.

Advanced Practice Providers – We are interested in proposals that include the design, evaluation, or dissemination of interventions aimed at addressing risks associated with the clinical responsibilities and associated risks of Advanced Practice Providers (i.e., Physician Assistants and Nurse Practitioners).

Emerging Health Care Delivery Models – We are interested in proposals that examine and evaluate the application of innovative health care delivery models that have been influenced by the pandemic and pandemic recovery and risks associated with workforce changes including, but not limited to, temporary staffing (e.g., traveling nurses).

Innovative Uses of Malpractice Data – We are interested in proposals that investigate new and innovative ways to leverage internal malpractice data with external data sources such as administrative data, billing data, EHR data, clinical data repositories, and other referential data sets to identify leading indicators of safety and malpractice risk.

Documentation – We are interested in proposals that address risks associated with documentation, including insufficient or incomplete documentation, use of medical scribes, use of templates, and use of voice recognition. We are also interested in proposals to identify related best practices.

Grant Budget Guidelines

Please include identifying project information on all budget materials, such as:

- Name of Principal Investigator
- Applicant institution
- Project title

- Start and end dates of project's budget period
- Total dollar amount requested
- Subcontractors (if applicable)

BUDGET

The budget **must be on the CRICO-provided spreadsheet** and list all direct and indirect costs associated with the proposed project for the entire project period, including a breakdown of these costs and how the total requested award amount was determined. Proposals that include modification to the budget template formulas will be declined and investigators will be asked to resubmit using an unmodified CRICO budget template. Please use appropriate budget categories as outlined in the example below (add more/less if necessary):

Personnel

Base salaries of personnel may not exceed the NIH salary cap in effect at the time of application.

Please list the following for each person involved in the proposed project (include paid and unpaid staff):

• Name	• Role on project	• Annual Base Salary	• Total Salary requested
• Degree(s)	• Annual % Effort	• Institutional Fringe Rate	• Total Fringe requested

Travel

Travel by project staff that is directly related and beneficial to the project. Please detail expected costs per person, dates, location, the reason for the travel, and the research purpose as beneficial to the project.

Purchased Services

Please detail all vendor costs, service agreements, and any consultant wages paid (including names, rates and number of hours services will be performed on the proposed project).

Other Direct Costs / Resources

These non-personnel direct costs might include educational materials, teaching or office supplies, meeting necessities, etc.

*Indirect Costs

New for the 2023 RFA program, **CRICO/RMF has established an indirect cost rate of 20%.** The total award will include both direct and indirect costs *combined*. Please note: Subcontractors may collect up to 20% of their total direct costs but subcontract costs may not qualify as an additional direct cost for the applicant/prime institution.

BUDGET JUSTIFICATION

On a separate page, describe how grant funds will be spent on each of the outlined budget categories. Please briefly describe here the role, demonstrated expertise, and qualifications of all people involved in the grant including effort levels to be contributed over the course of the project. Also provide a breakdown of how other cost items were determined as they pertain to the completion of specific aims and other project objectives.

GRANT BUDGET RESTRICTIONS

- Base Salaries may not exceed the NIH Executive Level II Salary Cap in effect at the time of the grant's commencement.
- Principal Investigators must commit minimum 5% annualized effort to the proposed project.
- All funding awarded includes Direct Costs plus 20% Indirect Costs combined. *See subcontract policy above*
- CRICO/RMF grant funds may not be used to support the purchase of capital equipment, as defined by the NIH.

FOR MORE INFORMATION

If you have any questions regarding this announcement, please contact Jeff Timperi, Grants Manager, at jtimperi@rmf.harvard.edu or 617.450.6887, or Fred Essieh, Grants Administrator, at fessieh@rmf.harvard.edu or 617.450.5527.

CRICO's Grants Administration may also be reached at grants@rmf.harvard.edu

General Information Sessions

To assist prospective applicants, CRICO will conduct 4 general information sessions via Zoom (see details below). **Attendance is optional and all sessions will provide the same materials.**

DATE	TIME	REGISTER

7/12/22	10AM–11AM	Join Zoom Meeting
		
		https://rmf-harvard-edu.zoom.us/j/88960938179?pwd=YTdxVlJBdzByZTJpNTY2OVpHVXpsQT09
		
		Meeting ID: 889 6093 8179
		Passcode: 94095896
		One tap mobile
		+13126266799,,88960938179#,,,,*94095896# US (Chicago)
		+19294362866,,88960938179#,,,,*94095896# US (New York)
		
		Dial by your location
		    +1 312 626 6799 US (Chicago)
		    +1 929 436 2866 US (New York)
		    +1 301 715 8592 US (Washington DC)
		    +1 346 248 7799 US (Houston)
		    +1 669 900 6833 US (San Jose)
		    +1 253 215 8782 US (Tacoma)
		Meeting ID: 889 6093 8179
		Passcode: 94095896
		
		Find your local number: https://rmf-harvard-edu.zoom.us/u/kiHa08oLH

7/26/22	10AM–11AM	Join Zoom Meeting
		
		https://rmf-harvard-edu.zoom.us/j/86822028676?pwd=ZlRBUWdvMnhySW52TWUvSVVKVEsydz09
		
		Meeting ID: 868 2202 8676
		Passcode: 00817437
		One tap mobile
		+19294362866,,86822028676#,,,,*00817437# US (New York)
		+13017158592,,86822028676#,,,,*00817437# US (Washington DC)
		
		Dial by your location
		    +1 929 436 2866 US (New York)
		    +1 301 715 8592 US (Washington DC)
		    +1 312 626 6799 US (Chicago)
		    +1 669 900 6833 US (San Jose)
		    +1 253 215 8782 US (Tacoma)
		    +1 346 248 7799 US (Houston)
		Meeting ID: 868 2202 8676
		Passcode: 00817437
		
		Find your local number: https://rmf-harvard-edu.zoom.us/u/kemdKP3UvL

8/10/22	10AM–11AM	Join Zoom Meeting https://rmf-harvard-edu.zoom.us/j/86388275275?pwd=WGdlU1Nha2VEVVJNTWNPNFBGNlNIZz09 One tap mobile: US: +19294362866,,86388275275#,,,,*22905690# or +13017158592,,86388275275#,,,,*22905690# Meeting URL: https://rmf-harvard-edu.zoom.us/j/86388275275?pwd=WGdlU1Nha2VEVVJNTWNPNFBGNlNIZz09 Meeting ID: 863 8827 5275 Passcode: 22905690 Join by Telephone For higher quality, dial a number based on your current location. Dial: US: +1 929 436 2866 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 Meeting ID: 863 8827 5275 Passcode: 22905690 International numbers: https://rmf-harvard-edu.zoom.us/u/kdJflXsws1

8/24/22	10AM–11AM	Join Zoom Meeting
		
		https://rmf-harvard-edu.zoom.us/j/84972804722?pwd=VWFZME5IVTJNTDNJV3ZwOC9GK0FhQT09
		
		Meeting ID: 849 7280 4722
		Passcode: 63365961
		One tap mobile
		+13126266799,,84972804722#,,,,*63365961# US (Chicago)
		+19294362866,,84972804722#,,,,*63365961# US (New York)
		
		Dial by your location
		    +1 312 626 6799 US (Chicago)
		    +1 929 436 2866 US (New York)
		    +1 301 715 8592 US (Washington DC)
		    +1 346 248 7799 US (Houston)
		    +1 669 900 6833 US (San Jose)
		    +1 253 215 8782 US (Tacoma)
		Meeting ID: 849 7280 4722
		Passcode: 63365961
		
		Find your local number: https://rmf-harvard-edu.zoom.us/u/kbXR4c7AZ

* To allow time to connect, it is recommended to log-in 10 minutes early