
ECHN Institutional Review Committee

Clinical Quality Improvement/Assurance Checklist

Investigators are encouraged to use the “QI Checklist” to help determine whether the proposed activity is considered a Quality Improvement project or whether IRC review is required.

1. Purpose YES NO
 - Is the project intended to improve the process/delivery of care while decreasing inefficiencies at an ECHN facility?

2. Funding YES NO
 - Is the project internally funded or externally supported by agencies for direct benefit to existing patients?

3. Project Staff YES NO
 - Is the proposed project conducted by the clinicians and staff who provide care or are responsible for the performance quality at an ECHN facility?

4. Project Design YES NO
 - a. The individuals, (patients, employees) are not randomized to different intervention groups.
 - b. The project goal is to implement existing/known knowledge to improve or enhance health/clinical care.
 - c. The project does not have a fixed goal, methodology, population and time period; rather, based on data collection that is immediately evaluated and assessed, practices or behaviors are modified quickly.
 - d. The project does not delay feedback of the data from monitoring to the implementation of the change.

5. Recruitment YES NO
 - Will the project involve a sample of the population (staff or patients) ordinarily seen at an ECHN facility?

6. Consent YES NO
 - Will the planned activity only require consent that is normally sought in clinical practice and could the activity be considered part of the usual care?

7. Benefits YES NO
 - Is it true that most of the current patients at an ECHN facility where the planned activity will take place could potentially benefit from the project?

8. Risk YES NO
 - A) Is the risk to the participants no greater than what is involved in the care they are already receiving?
OR
 - B) Can the burden of participating in the activity be considered acceptable or ordinarily expected when reforms are being introduced to the way care is provided?

If the answer to **ALL** of these questions is **YES** then the activity is a QI/QA project and does not involve human subject research. **IRC review is not required.**

If the answer to any of these questions is **NO**, or if further clarification is needed, please consult with the IRC at (860) 646-1222, ext. 2234. IRC review may be required.