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UAB Medicine Quality Week 2018
October 15th- 19th, 2018
Story Board Symposium October 18, 2018

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Inpatient Story Board Submission Guidelines/Application

Eligible categories: 1. Quality/Process Improvement
2. Education
3. Research

Submission Deadline: October 1st, 2018

Submission Instructions: Complete the form below and email it to Vicki Hale at vhale@uabmc.edu or Beverly Douthit at bdouthit@uabmc.edu. You will receive a confirmation that your application has been received. Please feel free to call with any questions at 996-9881 or 996-4183.

Storyboard Set Up: Bring a copy of this registration form with your poster or storyboard when you come to set up. Set up is Wednesday, October 17th, 2018 from 1230-1630 in the NP 1st floor atrium. Takedown is after 1400 on Thursday, October 18th, 2018.

Author(s) of Storyboard:	**Unit:**
Name of Project:	
Category of project (_choose one_): **Quality/Process Improvement _____** **Education _____** **Research _____**	

Display type (choose one): **Standing Trifold _____** **Hanging Poster _____**	Standing Trifolds: Tables will be provided to display trifolds. Trifolds can be ordered through Lawson. Hanging Posters: Standing easels and foam boards will be provided for hanging posters. The foam boards to mount posters are 40"x60". Please use this as a guide for the final printed poster size to ensure it will fit on the foam board for display.
Electrical outlets will not be available. You may use a battery-powered electrical source in place of an outlet.	

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See Judging Criteria Below

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Judging Criteria: Story boards will be judged on the following criteria:

Story Board Judging Criteria	
A. Creativity/Appearance of Display	
• Creativity/originality of project • Creativity/originality of storyboard • Neatness/color/visual appeal of board • Is there a cohesive theme that links the title with the topic and graphics?	
B. Problem Statement and Goal – brief, clear, concise statements of the opportunity for improvement and what the team expected to accomplish	
• Is there a clearly defined problem statement? • Is there a clearly defined goal? • Are metrics stated?	Poster/storyboard will be scored on a scale of 1 to 5 with 5 being the highest score:
Ci. For QI/PI Projects:	5- Significantly exceeds criteria
• Is there a clear statement of how success will be measured? • Were baseline data available – are they included? • What tools were used for measurement, i.e., flowchart, fishbone, control chart, pareto diagram, histogram? • Is the use of each appropriate?	4- Exceeds criteria
Cii. For Education Projects:	3- Meets criteria
• Appropriate selection and description of educational mode/strategies to meet goals? • Education plan clearly described including teaching/learning, methods/examples of content? • Target audience/participation described? • Evaluation plan described?	2- Does not meet criteria
Ciii. For Research Projects:	1- Significantly does not meet criteria
• Is there a literature search? • Is there a clearly articulated assessment of need for the project? • Is the validity of the tools used for measurement articulated? • Is there evidence of statistical analysis?	
D. Outcomes Clearly Stated	
• What happened as a result of the project? • Are outcomes data included?	
E. Potential Impact of Outcomes	
• What is the potential impact of the outcomes, i.e., how many patients or staff are potentially impacted? Is there an impact on time to deliver services, cost, patient outcomes, or any other potential deliverable?	