Sample Agenda for Hospital: Quality Committee of the Board

1. CALL TO ORDER
   a. Roll call
   b. Announcements

2. PATIENT STORY

3. CONSENT AGENDA ITEMS
   a. Approval of previous meeting minutes
   b. Approval of consent agenda items

4. REPORTS FROM QUALITY AND PATIENT SAFETY
   Note: The items listed below are suggested topics and may not be all-inclusive. Some reports may be included at every meeting; others may be rotated on an annual basis
   a. Performance indicator data reports (key elements of the strategic plan)
      1. Patient safety: Significant events, sentinel events, adverse events
      2. Mortality
      3. Hospital-acquired conditions/health care–associated infections
      4. Core measures/electronic clinical quality measures (eCQM)
      5. Patient experience (Hospital Consumer Assessment of Healthcare Providers and Systems - HCAHPS)
      6. Readmission rate
      7. Length of stay
      8. Performance measures (for example: hospital priorities, Joint Commission requirements)
      9. Resuscitation
     10. Medication management
         a. Antibiotic stewardship
         b. Pain management
         c. Medication errors
         d. Adverse drug reactions
     11. Suicide risk reduction
     12. Culture of safety survey results
     13. Workplace violence incidents
     14. Other (based on priorities of the board)
b. Quality assessment and performance improvement (QAPI) program updates
   1. Quality Plan Approval: Annual review
   2. Program or Services: Annual review of the following: infection prevention, surgical services, patient complaints, clinical contract performance, number and type of sentinel events and whether patients/family were informed, results of analyses related to staffing adequacy

   c. Other issues affecting quality and patient safety (for example, community needs, health care equity, environmental sustainability, new technologies)

   d. Response and Recommendations: Board provides feedback on performance and recommendations for allocation of resources to support improvements

5. REGULATORY AND ACCREDITATION REPORTS
   a. The Joint Commission
      1. Accreditation
      2. Disease-specific certifications
   b. Centers for Medicare & Medicaid Services
   c. The Leapfrog Group
   d. Magnet
   e. Other

6. BOARD EDUCATION
   a. Information and updates

7. CONFIDENTIAL/CLOSED EXECUTIVE SESSION
   a. Medical Staff (credentialing; peer review) NOTE: Depending on the structure of the board, medical staff issues may be discussed at the Quality Committee of the Board, at a separate Medical Staff Committee of the Board or directly at the Full Board meeting.

8. ADJOURNMENT