NOTE: This is an extensive application. Please be prepared to complete the application as your work will not be saved and may be lost if you close this online form before you are ready to submit.
You can download a PDF of the form to gather your info <u>HERE</u>.

1. Are you a CNM member?

◯ Yes

◯ No

2. Please add your info here:

First name:	
Last name:	
Credentials:	
Email:	
Academy #:	

3. **Brief Biography** (Career highlights and qualifying experience related to your project - approximately 150 words):

4. **Title of Project:** The title should summarize the main idea and clearly represent the process improvement initiative. (Maximum 9 words)

5. Please check the applicable type of submission.

◯ This is new material and has not been presented.

◯ This material has been presented/accepted/published in the past.

If submitting an encore project, please indicate when (month/year) and where (i.e. national conference, or citation if published):

6. **Project Team Members:** Identify all members of the team, including any interdisciplinary or administrative involvement/support.

Team Member 1 Name/Credentials	
Position Title	
Department	
Team Member 2 Name/Credentials	
Position Title	
Department	
Team Member 3 Name/Credentials	
Position Title	
Department	

7. If you have other team members, please add their names, credentials, title and department here.

Problem Description (Background):

- Describe the "current state" issue or improvement opportunity identified (i.e., why are you doing this project?)
- Include PROJECT AIM STATEMENT– should be specific, measurable, timely, etc. (SMART format)

Example: To increase the number of inpatients coded for malnutrition DRGs upon discharge by 20% in fiscal year 2021.

- Include any sub-goals or objectives as appropriate (Optional)

8. Current State Improvement Opportunity:

9. Project Aim Statement:

10. Include any sub-goals or objectives as appropriate

Goal/Objective #1

Goal/Objective #2

Goal/Objective #3

11. Bonus points may be awarded for organizational impact explanation.

Potential or Real Impact to the Organization:

References: (Optional) – additional points awarded if references included

- Include project references and literature searches

*Bonus points may be awarded if references are included from medical/research journals.

12. References:

Citation 1: [   ]

Citation 2: [   ]

Citation 3: [   ]

Project Abstract:
Include a maximum 250-word abstract describing your project. Any section headings are also included in the total word count. (failure to meet 250 word limit may result in disqualification)

- State the problem/opportunity
- Describe methods: steps, strategies and implementation plan
- Describe the outcomes (data) and potential impact
- Outline the conclusions: lessons learned, barriers encountered and opportunities for spread
- Keep in mind this abstract may be published in the CNM DPG Newsletter and should accurately describe your project (if selected for Top 10).

13. Include abstract below: