

# Adapting RSS Processes to an Online System

Jeanne Cole  
Daphney Wright



## Why Web-based?

- ❖ All RSS materials easily accessible at our one-stop shop
- ❖ Easy and cost efficient
  - ❖ No pile up of paper
- ❖ 24/7 access to our web site from anywhere
- ❖ The administrator can view/check what the end-user has entered
- ❖ Automatic notifications to act to both end user and OCME
- ❖ Ability to easily integrate information from one component to another



## Components of the Jefferson RSS Web Based System

Dedicated RSS Home Page with Access to:

- Training, handbook, templates/forms
- RSS Online Application
- Session Registration Data Base (SRD)
- Session Reporting (SDF)
- Conflict of Interest
- Online Evaluation
- End User and Administrator Views



### RSC

Jefferson Medical College (JMC) recognizes that Regularly Scheduled Conferences (RSCs), like Grand Rounds, are a valuable part of continuing medical education for an academic institution. JMC will certify RSCs that comply with ACCME requirements.

As part of an academic institution, JMC faculty are in a unique position to direct these types of activities on an ongoing basis for their professional colleagues, peers, students and other interested parties.

JMC's Office of Continuing Medical Education provides certification for RSCs that meet the specified requirements as approved by the Committee on CME.

- RSC, How To's
  - [RSC Handbook](#)
  - [RSC/RSS FY10 Presentation](#)
  - [Sample RSC application](#)
- RSC Forms
  - [Annual Evaluation Form \(FY11\)](#)
  - [COI Evaluation Form](#)
  - [Deadline Sheet](#)
  - [Financial Responsibility Form](#)
  - [Letter of Agreement](#)
  - Session Documentation
    - [Direct](#)
    - [Joint](#)
  - Speaker Forms for Publication
    - [Philadelphia Business License](#)
    - [Trademark Policy](#)
- Application
  - [Application](#)
- Templates
  - [Attendance Summary](#)
  - [Sample Flyer JMC](#)
  - [Sample Flyer non-JMC](#)
- [Session Registration](#)

RSS HOMEPAGE

<http://jeffline.jefferson.edu/jeffcme/rsc/>



Online application leads users through all the components of the process and provides examples / resources

Office of Continuing Medical Education

Anesthesiology Grand Rounds  
 ANGGORRDS / FY14  
 Application of AMA Category 1 Credit  
 July 1, 2009 – June 30, 2011

Part 1: General Information | Part 2: About the Activity | Part 3: Establishing the Need and Learning Objectives | Part 4: Facilitating Change in Performance  
 Part 5: Measuring Your Activity's Success | Part 6: Implementation Information | Part 7: Signatures and Acknowledgements

Next

Throughout this section, you will see references to the ACCME Updated Criteria, shown in parentheses as "C#". To access the specific ACCME Criterion, click on the "C#" If you have any questions about how Jefferson applies a particular Updated Criterion, contact the Office of CME at [jeffsoncme@jefferson.edu](mailto:jeffsoncme@jefferson.edu).

1A. Activity Name

New or Renewal:  Frequency:  Weekly/Biweekly  Monthly  Quarterly  Other (specify) \_\_\_\_\_

Relationship:  Day of Week:  Sunday  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday

Start Time (h:mm): 6 : 55  
 End Time (h:mm): 7 : 55

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Online Application Opening Page

Learner's Professional Role Types

Learners' Professional Role (C4)	Type of RSC Approach Associated with this Role (C5)	Types of Professional Practice Gaps Encountered by these types of Learners in Practice (C2) (check all that apply)
Clinician	Lecture Based (Grand Rounds) Case Based Journal Club MSM	<input type="checkbox"/> Problems encountered in practice or identified by the presence of poor or unexpectedly poor patient outcomes <input type="checkbox"/> Keeping abreast of new/emerging information and how to incorporate this into practice <input type="checkbox"/> Applying evidence based guidelines in practice <input type="checkbox"/> Gaps identified via PICO processes (must be outlined above) Section 5A <input type="checkbox"/> Maintenance of Certification <input type="checkbox"/> Practice Based Learning Improvement <input type="checkbox"/> Maintenance of Licensure <input type="checkbox"/> Other, specify: _____

Examples and resources embedded

Sample Professional Performance Gaps

3C. Evidence for Professional Performance Gaps (Sources of Data and Educational Needs Identified) (select 2 at minimum) (C2, C4)

How do you know the practicing physicians and other learners in your audience need education in the topics you will present during this activity? Please indicate data sources you relied upon to design this educational activity. Select all that apply. For each type of source you identify, complete the chart (below). If you cannot provide documentation, do NOT check that source.

Source of Need for each area checked, complete the statement:	a. Identify the specific source(s) you are using for this activity	b. This source shows that learners at our RSC need to	c. Therefore, education is needed to
<input checked="" type="checkbox"/> SAMPLE Advice from authorities of the field or relevant medical societies	Clinical Guidelines from ASA published in the past two years	Comply with new guidelines for the timely administration of preoperative antibiotics	Make sure everyone is aware of the new guidelines and how to apply them
<input type="checkbox"/> SAMPLE Data from peer-reviewed journals, government sources, consensus reports	Pertinent articles from (specify journal/other sources)	Keep up-to-date as new information becomes available in their field of practice	Identify new information that is pertinent to practice and incorporate this information into practice appropriately

Actual Input from RSS Group

<input checked="" type="checkbox"/> Continuing review of changes in quality of care as revealed by medical audit or other patient care reviews. <a href="#">View examples of sources</a>	Compliance with CMS indicators as based on data stored in our anesthesia information system	Comply with new guidelines for the timely administration of preoperative antibiotics and practice based on established departmental guidelines	Remind people of the issues at hand and, based on departmental data, inform them of our progress towards meeting that goal
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Sample Page from Application

angngrdrds - Anesthesiology Grand Rounds

View RSC Evaluation Results with Comparisons to All Series Evaluations (FY10) (FY09)

View RSC Evaluation Results with Comments (FY10) (FY09)

To register your sessions, enter the session dates and speakers' **4.** columns below using one line

**Example**

1/2/2006 Smith, John  
1/2/2006 Brown, Bob  
2/1/2006 Black, Jackie

Please note: session with multiple speakers must use separate lines for each speaker.

**The information below shows the sessions status in the conflict resolution**

"Form" shows receipt of COI. If we have not received this form 30 days prior to the session date, the session will be marked as "Conflict".

"Conflict" indicates the speaker has a currently active relationship with a pharmaceutical or medical device company. The speaker must evaluate the session using the COI evaluation form. An email reminder will be generated one week prior to the session date. Once the form is completed return please to the Office of CME along with the Session Documentation Form. We will review and record the evaluation data and discuss any concerns with the program director.

Unless conflict of interest issues are resolved in advance, the session cannot be certified or credited.

Save Session Data

Administrative Contact Email: shene.engelke@jefferson.edu

**1.** **Session Documentation Reporting** **2.**

Session Date (format: mm/dd/yy)	Session Topic	Speaker Name (format: Last Name, First Name)	Speaker's WEB-ID (last name + last four digits of SSN, i.e. smith1234) [S] = click to view summary	Form	Conflict	>10K	Speaker Eval
01/06/11 [SDF] <b>3.</b>	Simulations	Maguire, David	maguire5502 [S]	Yes	No	No	No
01/13/11 [SDF]	CVP	Baron, Michael	Baron8097 [S]	Yes	No	No	No
01/20/11 [SDF]	Outpatient and GI Anesthesia	Barzkowski, Richard	Barzkowski6836 [S]	Yes	No	No	No
01/27/11 [SDF]	MMM Conference	Barzkowski, Richard	Barzkowski6836 [S]	Yes	No	No	No

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Embedded controls and auto reminders

### End User View of Session Registration with COI Info

Unless conflict of interest issues are resolved in advance, the session cannot be certified or credited.

Save Session Data

Administrative Contact Email: shene.engelke@jefferson.edu

**Session Documentation Reporting**

Session Date (format: mm/dd/yy)	Session Topic	Speaker Name (format: Last Name, First Name)	Speaker's WEB-ID (last name + last four digits of SSN, i.e. smith1234) [S] = click to view summary	Form	Conflict	>10K	Speaker Eval
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**Conflict of Interest Administration**

Administration View  
COI Management

Viewing records are for users who have updated their record within the last 30 days.

View Records Updated In: Last 30 Days | Last 90 Days | Last Year | All Records

COI data links to Session Registration

Jump to Last Name: [Search]

Create Summary	WEB-ID	First Name	Last Name	Institute	Last Update	FDA? All   Yes   No	Conflict? All   Yes   No	Monitor? All   Yes   No	COI Score	Print   Delete
<input type="checkbox"/>	acherbach543	Alexi	Acherbach	Thomas Jefferson University	3/18/11	No	No	No	na	Print   Delete
<input type="checkbox"/>	adams543	Andee	Adams	Thomas Jefferson University	3/8/11	No	No	No	na	Print   Delete
<input type="checkbox"/>	ahmad541	Jamal	Ahmad	Rothman Institute Orthopedics	3/23/11	Yes	No	No	na	Print   Delete

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CME COI online since 2005; interacts with SRD and automatically flags presents/planners with conflicts that need attention

# Session Reporting

angngrdrds - Anesthesiology Grand Rounds

Session Documentation Reporting [\(return to sessions\)](#)

Save Session Reporting

Tracks CS/Exhibit Revenue  
PA Pt Safety Credits  
Downloadable for PARS

Session Date	Session Topic	Speaker Name	Commercial Support				ACME Updated Criteria (check all that apply to this session)		Patient Safety/ Risk Management
			Exhibits	Grant	Funder Name	Amount	This session focused on...		
01/06/11	Simulations	Maguire, David	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	\$ <input type="text"/>	<input checked="" type="checkbox"/> Increasing participants' knowledge <input type="checkbox"/> Improving participants' competence <input type="checkbox"/> Promoting change in clinical performance and/or patient care <input checked="" type="checkbox"/> Implementing a clinical tool in practice to improve patient care <input type="checkbox"/> Reviewing practice data to measure performance improvement <input type="checkbox"/> Other: <input type="text"/>		<input type="checkbox"/>



## 2011 RSS Annual Evaluation- Part 1

### Regularly Scheduled Conferences Annual Evaluation Form (FY11)

For sessions held between July 1, 2010 - June 30, 2011

Name: John Smith

Select the Sponsoring Department for the RSC you attended from the drop down list. If the correct department is not listed, select Other and choose one of the options. If the department is still not listed under Other, contact Daphney Wright at (215) 955-6993 or [daphney.wright@jefferson.edu](mailto:daphney.wright@jefferson.edu).

\* = required

#### PART 1: Demographics

Identify the JMC Academic Department or Other Jefferson Group most closely associated with your RSC:\*

Anesthesiology

Series:\*

Anesthesiology Grand Rounds

Role:\*

- Physician/Surgeon
- Psychologist
- Pharmacist
- Nurse (RN, BSN, MSN, LPN, etc)
- Nurse Practitioner (APN, CRNP, NP, etc)
- CCRP
- CRA/CRNA
- CTR
- Data coordinator
- Nutritionist
- Patient Navigator

Participant selects Department and then  
RSS Name from pull down menus



## 2011 RSS Annual Evaluation- Part 2

User can view list of Topics entered in Session Registration

**As a result of attending this Regularly Scheduled Conference, did you:**

	YES	NO
Research literature to find out more about a specific topic.	<input type="radio"/>	<input type="radio"/>
Contact a speaker to further discuss a topic.	<input type="radio"/>	<input type="radio"/>
Survey your peers, patients, or staff to gather more information about your practice in relation to recommendations during one of the sessions.	<input type="radio"/>	<input type="radio"/>
Identify areas for improving your practice based on the information presented during one of the sessions.	<input type="radio"/>	<input type="radio"/>
Suggest changes to the system(s) in which you practice related to the materials.	<input type="radio"/>	<input type="radio"/>
Incorporate information from this Regularly Scheduled Conference into your practice.	<input type="radio"/>	<input type="radio"/>

What suggestions do you have to improve this RSC/RSS as a learning activity to improve your practice? Do you have recommendations for presenters, topics, or other information for the RSC/RSS Planners?

not applicable



Session Registration Page (End User View)

## Evaluation Results & Comparisons Show Up on RSS Renewal Documentation

### 5A. Examining Prior Year Evaluation Data and Identifying Improvements Needed

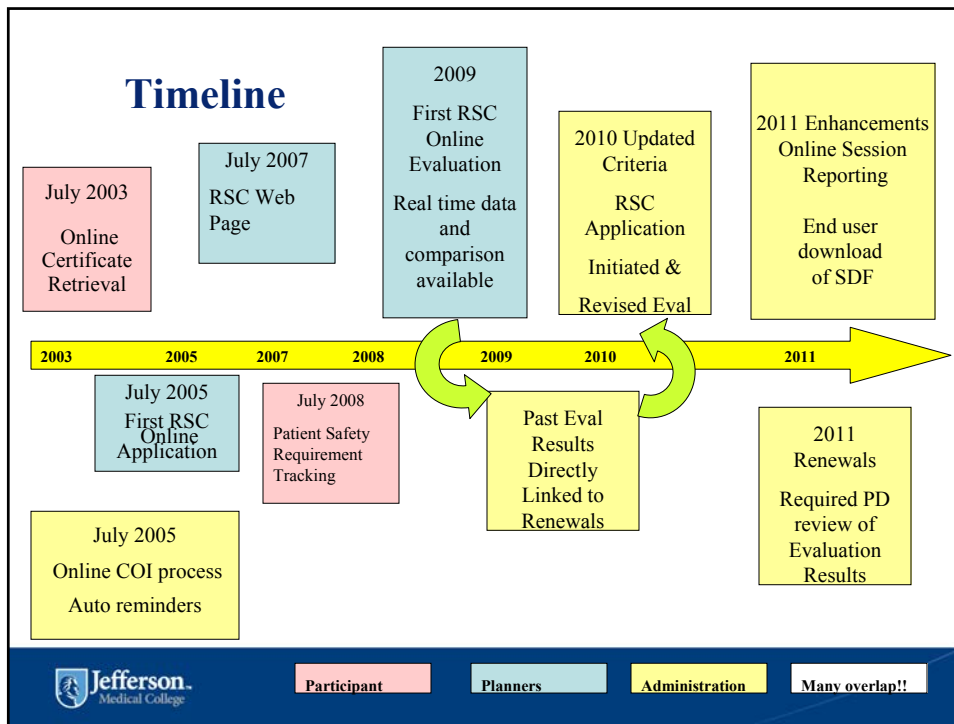
My FY09 Annual Evaluation Scores for the following items were:

Key Indicator (scale 1-5, 5 being highest)	Aggregated Results from ALL Jefferson RSC/RSS (769 responses)	Results for my RSC in FY09 (23 responses)	Plan for improvement (or indicate NA)
<i>Extent to which RSC/RSS...</i>			
Presented content relative to level of expertise	4.34	4.13	Presenters will receive more guidance regarding the level of expertise.
Promoted change in competence (what you can do)	4.07	3.70	Presenters will give specific recommendation on how practitioners can incorporate changes into their practice.

Promoted change in performance (what you actually do)	4.01	3.57	More participants will be persuaded to change their approach by presenting convincing data that validates new approaches.
Promoted change in patient outcomes (if applicable)	3.86	3.35	We will evaluate through departmental reviews if practice has improved and if not re-address the problem.
Overall Quality	4.40	4.13	The education committee will provide specific recommendations to speakers on how to improve the quality of their presentations.

Pulled into Application Renewals from Online Evaluation





## Conclusions

- Linked online systems make managing RSS session compliance relatively easy for
  - COI / Disclosure / Commercial Support
  - Documenting Accreditation Compliance
  - Improved evaluations that document impact on performance
- Performance improvement processes for both Linkages between evaluation results and RSS renewals that supports ongoing performance improvement, both for the RSS activities and for the OCME
- Work flow is more efficient for RSS planners and the CME office
- The system will interact with PARS with little additional work

**Thank you!**

**Visit our website for more information**  
**<http://jeffline.jefferson.edu/jeffcme>**

or contact us at [jeffersoncme@jefferson.edu](mailto:jeffersoncme@jefferson.edu)

