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## CQUINS Membership

Centre for Quality, Innovation, and Safety  
Schulich School of Medicine & Dentistry, Western University

### Membership Agreement

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Thank you for your interest in becoming a member of the Centre for Quality, Innovation & Safety (CQUINS). Membership provides an opportunity to engage with like-minded professionals, contribute to advancing quality improvement initiatives, and collaborate on meaningful projects. Please review the agreement below and indicate your preferred membership level.

#### Membership Level

I wish to become a member of CQUINS and agree to fulfill the contributions outlined in the Membership Framework for my selected membership level:

Core Member

Associate Member

#### Agreement Terms

1. I understand that, as a member, I am expected to contribute to the organization in accordance with my selected membership level as outlined in the Membership Framework.
2. I acknowledge that membership is voluntary, and I may cancel my membership at any time by providing written notice to CQUINS.
3. I agree to actively participate and support quality improvement initiatives in alignment with the goals and mission of CQUINS.
4. I understand that, with notice provided to members, the organization reserves the right to modify membership benefits and contributions, with notice provided to members.

By signing below, I confirm that I have read, understand, and agree to the terms of this membership agreement.

First Name:

Last Name:

Email:

Job Title:

Department/Division:

Organization:

Years of experience in QI:

Advanced QI education:

Signature:

For Core Members: I have attached a headshot and bio for the CQUINS website.

## CQUINS Membership

Centre for Quality, Innovation, and Safety  
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### Membership Framework

**Core Membership:** Core Members are the primary partners of the Centre. They actively support and participate in the Centre's initiatives and events, contributing significantly to the development and implementation of quality improvement projects and/or education. Core Members receive the highest level of benefit from the Centre.

**Associate Membership:** Associate Members are those who support and participate in the Centre's activities but with a lesser degree of involvement compared to Core Members. They benefit from access to resources and networking opportunities but are not required to engage as deeply in the Centre's initiatives.

### Membership Summary

|                                              | Core Members            | Associate Members           |
|----------------------------------------------|-------------------------|-----------------------------|
| <b>Benefits</b>                              |                         |                             |
| Access QI expedited data pathway             | Priority access         | Dependent upon capacity     |
| Receive QI consults                          | Unlimited               | Dependent upon capacity     |
| Receive discounted tuition on CQUINS courses | 10%                     | 5%                          |
| Access to discounted QI Macros licence       | Priority access         | Dependent upon availability |
| Year-end contribution report                 | Shared with your leader |                             |
| Profile on CQUINS website                    | Photo/bio               | Name/org                    |
| <b>Contributions</b>                         |                         |                             |
| Provide QI Consults                          | up to x4/year           |                             |
| Review grant/manuscript                      | up to x1/year           |                             |
| Develop/present Mastermind                   | x1/every 2 years        |                             |
| Attend members meetings                      | x4-5/year               | x1/year                     |

## Membership Benefits Details

### Core Membership

- *Data Access*: Priority access to the Expedited Data Pathway [coming soon]
- *QI Consults*: Unlimited QI Consults per year (see menu below) and up to 1x grant application or manuscript review per year
- *Course Registration*: Discount of 10% on CQUINS courses
- *QI Macros*: Priority access to a discounted QI Macros licence
- *Leadership*: CQUINS leadership opportunities (available as appropriate)
- *Education*: Access to exclusive continuing education opportunities
- *Contribution Report*: Annual year-end report demonstrating contributions to the Centre shared with Departmental Chair/Chief or Administrative Leader
- *Mastermind*: Invitation to monthly Mastermind series
- *Profile*: Photo and bio on CQUINS website; member spotlights as applicable

### Associate Membership

- *Data Access*: Limited access to the Expedited Data Pathway [coming soon]
- *QI Consults*: Available as capacity permits (see menu below)
- *Course Registration*: Discount of 5% on CQUINS courses
- *Mastermind*: Invitation to the monthly Mastermind series
- *Profile*: Name and organization on the CQUINS website

## Membership Contributions Details

### Core Membership

- *Quality Improvement Activity*: Core Members are actively and consistently engaged in one or more quality improvement initiatives, contributing time, expertise, and resources to Centre-specific projects or activities and/or departmental/unit-level projects.
- *Research Contributions*: Core Members contribute to the Centre's research efforts by providing up to x4 QI Consults per year and reviewing up to x1 grant application or manuscript per year. Members additionally engage in dissemination of their own QI project research.
- *Education*: Core Members engage in coaching and/or teaching on an occasional basis, as required and appropriate.
- *Mastermind*: Core Members regularly participate in monthly Mastermind sessions and develop and/or present at x1 Mastermind session every 2 years.
- *Annual Meetings*: Core Members attend the Centre's annual meeting.
- *Core Members Meeting*: Core members attend meetings x4/year.

### Associate Membership

- *Quality Improvement Activity*: Associate members are welcome and encouraged to participate in QI initiatives at the Centre and/or department/unit-level.
- *Research Contributions*: Associate members are welcome and encouraged to participate in the Centre and/or department or unit-level research initiatives.
- *Annual meetings*: Associate members are welcome to attend the Centre's annual meeting.

## QI Consult Menu

**Topic Choice Consult:** Assessing project topic viability

- "Is this a good choice for a QI project?"
- "Is this a research project or a QI project?"

**Methods Consult:** Ensuring methodological rigour

- "How do I choose the first intervention to try?"
- "Have I engaged enough stakeholders?"

**Data Consult:** Assessing data support before and/or during a project

- "Which data should I collect, and how can I access it?"
- "How do I create an SPC chart?"

**Ethics Consult:** Ensuring projects are publishable

- "Do I need ethics for my project?"
- "Is there a faster way to receive ethics approval?"

**Re-ignition Consult:** Moving past barriers

- "I'm stuck at this point. How do I move forward?"
- "The intervention isn't being sustained. What should I do?"

**Conference Abstract Consult:** Receiving feedback prior to submission

- "How can I reduce the word count while maintaining the content?"
- "Is the message of my abstract clear and compelling, and appropriate for the forum?"

**Publication Consult:** Planning for eventual publication

- "How should I structure my project so that it is publishable?"
- "To which QI journal should I plan to submit?"

**Manuscript Consult:** Receiving feedback prior to submission [coming soon]

- "Is my QI story clear and compelling?"
- "Are there any proofreading errors?"

**Presentation Consult:**

- "Is the content appropriate for the time frame?"
- "Is the presentation clear and engaging?"

**Survey Development Consult:**

- "Are my survey anchors appropriate for the questions/statements?"
- "Is the language of my questions/statements clear and precise?"

**Poster/Patient Education Consult:**

- "Is the language appropriate for the audience?"
- "Is the layout of the poster/education piece clear?"