Developmental Surveillance, Screening and Linking Children to Services: The Help Me Grow® (HMG) System

Below is a checklist to guide you through the Connecticut Children’s HMG QI project requirements. If you have any questions or concerns along the way, please e-mail moc@connecticutchildrens.org or call 860-837-6254.

☐☐ ☐☐ **OPTIONAL:** Contact moc@connecticutchildrens.org to schedule an orientation on how to use QInsight, Connecticut Children’s Practice Quality Improvement Program’s data entry and reporting system.

☐ Register [http://moc.connecticutchildrens.org/portal/account/register](http://moc.connecticutchildrens.org/portal/account/register) You will receive an automated e-mail confirming that you are registered.

☐ Pay Once payment is received, you will receive an e-mail confirming that you now have access to QInsight and an e-mail explaining how to access the QI Methodology Training options.

☐ Complete project-specific training In order to schedule the project-specific training, please contact Cindy Reed (cindy.reed@ventura.org | 805-272-5682). Upon completing the project-specific training, please update your training status in QInsight.

☐ Complete Quality Improvement (QI) Methodology Training Upon completing the QI Methodology Training, please update your training status in QInsight.

☐ Complete 6 data cycles (this project lasts 6 months) You will receive a confirmation e-mail every time you submit data. A data cycle consists of:

  - using QInsight to enter and submit 20 chart audits per month
  - loading and reviewing the report
  - possibly a team meeting (must be 4 by the time of project completion)

☐ Data Cycle #1 ☐ Data Cycle #4
☐ Data Cycle #2 ☐ Data Cycle #5
☐ Data Cycle #3 ☐ Data Cycle #6

☐ Participate in ≥ 4 team meetings to discuss project data & plan changes for improvement

☐ Meeting #1 ☐ Meeting #3
☐ Meeting #2 ☐ Meeting #4

☐ For MOC credit, complete and submit Attestation Form Once you have completed the project-specific training, the QI Methodology training, 4 team meetings and 6 data cycles, we will send you an e-mail containing instructions on how to access your attestation form. Once you have completed all required fields, please e-mail the completed form to moc@connecticutchildrens.org. Once we obtain the Project Director’s signature, we will process the 25 MOC credits with the ABP and send you a confirmation e-mail.

☐ Request CME credits When you complete this QI project, you are eligible for 12 AMA PRA Category 1 Credits™. Please e-mail moc@connecticutchildrens.org to notify us if you would like to receive these credits and we will notify the Connecticut Children’s CME Operations Coordinator.