Steps To Completing EQIPP Courses

- **Initial Launch**
- **My Improvement Project (Eligible for MOC and CME credit)**
- **Clinical Guide (Eligible for CME credit)**
- **Claim Credit**

**Initial Launch**

*QI Basics course must be complete in order to complete any other course*

1. Launch the course you would like to take.
2. Click Accept Terms on the Accreditation Statement.

3. From the menu on the left side, select the track you would like to complete.

4. Click the Start Track button.
There is no set order that you need to do the course in. You can access each section at any time.

You can also continue where you left off by clicking on the Continue button.
1. My Improvement Project is separated into different steps starting with Introduction to the Project.

EQIPP: Judicious Use of Antibiotics

Introduction to the Project

This EQIPP course will help your team create improvement projects to address gaps in key measures identified in this course.

The team will use the data collection tools and project improvement activities included in EQIPP to collect and enter baseline and follow-up data as it works to improve care through Plan, Do, Study, and Act (PDSA) cycles. EQIPP courses require you to do some work online and some offline.

For more on teams, click here.

Overview of Improvement Project Tasks

With Your Team:

1. Collect and enter baseline data to measure your current level of care and create a starting point for improvement. Note: Each member of the team needs to enter their own baseline data in order to receive credit.
2. Analyze results to identify gaps in key clinical activities. If you are collaborating with others in a group, you can compare your data to other EQIPP subscribers in your group, as well as to district, state, and recommended goals.
3. Select one or more gaps and create improvement plan(s) to clarify the improvement idea(s) to be tested. Note: The Clinical Guide provides relevant background information for each key clinical activity. It is recommended that you review related content before beginning an improvement plan.
4. Test ideas quickly on a small scale through PDSA cycles to determine if changes lead to improvement. Note: The formation of subteams can facilitate the testing of multiple ideas or the creation of multiple projects simultaneously once the team is comfortable using PDSA cycles.
5. Collect and analyze follow-up data to measure the results of the test. (A minimum of two follow-up data collection cycles are necessary for course completion and maintenance of certification recognition.) Note: Similar to baseline data entry, each member of the team needs to enter their own follow-up data in order to receive credit.
6. Determine how to sustain successful changes and how to systematically integrate them into the culture, processes, and workflow of your practice.
7. Create additional improvement plans for the remaining KCAs and repeat PDSA cycles until you reach your goals.

See the course flow for an example approach to using EQIPP; view or print the Improvement Planning Worksheet to capture ideas on paper for aims, measures, ideas and PDSA cycles during team.

2. As you move along the course, you will notice checkmarks by the steps you have completed.
3. Enter Baseline Data
You will be able to see the number of records currently entered. Each course has a minimum amount of patients to enter.

You can enter the data by individual or by aggregate data. You can also switch between data entry methods while entering data.

Individual Patient Data. Enter the data for at least the minimum required number of patients (depending on the course). Click Continue after entering the data for each patient to display a new form.

When the minimum required data is entered, you can Close the Data Set and Submit for Analysis.
**Aggregate Data.** If you have an EMR or patient registry that allows you to run queries and obtain the data requested by the form below, you can enter the data in aggregate format.

After the minimum required patient data is entered, you can Close Data Set and Submit for Analysis or Continue Entering Data, as long as you enter the minimum requirement you will qualify for credit.

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4. Analyze Data and Identify Gaps
   
   Here you will gain analysis based on quality gaps (measures) in key clinical activities. Identify the gaps (measures) your team wants to select for improvement. Identify your biggest gaps. You will have to select at least one gap to focus on from the Data Analysis table.
5. As long as you have selected at least one area for improvement from the Data Analysis table, you can proceed with the remaining steps for the improvement project.

If you move ahead to the next step without selecting an area for improvement, you won't be able to move forward in the project.
6. Create Aim Statements
   An aim statement helps your team develop a clear vision of what it wants to accomplish. A well-written aim statement describes the improvements the team will make and the specified results it wants to achieve by identifying the following:

   What will improve?

   When will it improve?

   How much will it improve?

   For whom will it improve?

7. Review EQIPP Measures.
9. Specify changes. Specify the team’s idea(s) for change for the selected quality gap (measures). Click on Save Idea after each idea.

10. View or Print Improvement Project.
11. Implement Changes to Practice.
12. Observe and Note Progress.

**Observe and Note Progress**

Welcome back from testing your improvement project! What does the team think worked well? What did not work well? Record your test observations here. If you elected to use sample data, record a hypothetical outcome based on your current improvement plan.

13. Enter follow-up data (refer to step 3).
15. Start cycle two. If applicable, repeat steps 6 – 14

When you have completed two cycles, you can click the Home tab to verify that you've met all the requirements.

To claim credit, click on the Claim Credit link on the top right.
From the Claim Credit window, you will be able to see a button to Claim MOC Credit and PI Credit (CME).

If you don't see that button, you may have to proceed to another cycle, or you are missing a checkmark on your progress bar.
Clinical Guide (Eligible for CME Credit)

*You can only claim credit for the clinical guide once. If you want full credit for the clinical guide, finish all assessments and case studies first and then claim credit.*

1. You will work your way down through the following steps and at the end of each activity. There will be an assessment where you will be able to earn credit.

2. There will also be assessments available within the case studies tab where you can earn credit.
1. Once you've completed the course, you'll see a Claim Credit link.

You can also claim credit from the EQIPP homepage.
2. Click on Claim MOC Credit for MOC Points. You can also claim CME for your My Improvement Project Credit and also for the Clinical Guide.

![Image of Claim Credit section with EQIPP: Oral Health, Improvement Project Credit, and CME: My Improvement Project Credit]

**EQIPP: Oral Health**

In order to claim MOC and PI CME credit for this course, you must complete at least 2 cycle(s) of data entry in your improvement project.

**Evaluate Course**

**Improvement Project credit**

ABP Maintenance of Certification (MOC) Part 4 Credit

**Claim MOC Credit**

**American Board of Family Medicine Diplomates:** Click here to request ABFM MOC Part 4 Credit

**CME: My Improvement Project Credit**

Credits Available: 20.00 | Credits Eligible to Claim: 20.00

**Claim PI Credit**

**CME: Clinical Guide Credit**

In order to claim Enduring Materials credit for this course, you must complete at least 1 assessment in the course clinical guide.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Credits Available</th>
<th>Credits Eligible to Claim</th>
<th>Status / Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>KCA Assessment - Establish a Dental Home</td>
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<td>1.0</td>
<td>Completed</td>
</tr>
<tr>
<td>Case Study Assessment - Fluoride Varnish</td>
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<td>0.0</td>
<td>Incomplete</td>
</tr>
<tr>
<td>KCA Assessment - Oral Health Risk Assessment</td>
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<td>Incomplete</td>
</tr>
<tr>
<td>KCA Assessment - Anticipatory Guidance</td>
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<td>Incomplete</td>
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<tr>
<td>KCA Assessment - Ensure Fluoride Varnish</td>
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<td>0.0</td>
<td>Incomplete</td>
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<tr>
<td>Case Study Assessment - Recognizing Obvious and Subtle Risk Factors</td>
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</tr>
<tr>
<td>Case Study Assessment - Injury Response</td>
<td>0.5</td>
<td>0.0</td>
<td>Incomplete</td>
</tr>
</tbody>
</table>

**Total Enduring Materials Credits** 6.5 | 1.0 | Completed

**Claim Enduring Materials Credit**
Example of Claiming PI Credit:

If you need more help completing EQIPP courses, please contact Member and Customer Care at 866-843-2271 or email us at mcc@aap.org for further assistance.