

Thank you for your interest in the Cardinal Health Patient Safety Grant Program. Again this year, the Cardinal Health Foundation will award \$1 million in grant funds to support initiatives by healthcare institutions which provide direct patient care to enhance patient safety and quality of care. The Cardinal Health Foundation will issue grants up to \$50,000 commensurate with the scope of the patient safety project. In 2007, the review committee awarded 34 grants averaging \$30,000 per grant.

Please submit online the organization's patient safety grant letter of intent by Friday, October 31, 2008. Hard copy or email proposals will not be accepted. Letters of intent received after this deadline will not be considered.

Visit the following link to submit the letter of intent in a PDF or Word document. Only these two formats will be accepted.
www.cardinalhealth.com/community

Following review of the letters of intent submitted under the Cardinal Health Patient Safety Grant Program, those selected by our external review committee, comprised of clinicians and clinical experts, will be invited to submit a full proposal. Invitations to select organizations will be extended on Monday, January 12, 2009 with a final proposal deadline of Friday, February 20, 2009. Grant awards will be announced in Spring 2009.

Information required

Please be sure to include the following information in the letter of intent:

- Cover letter on organization letterhead signed by CEO or president of organization (or board president) endorsing the program (1 page; not included in limit of program description)
- Description of program or project (3-page maximum)
- Program budget (use template provided on website)

Letter of intent criteria

In the organization's letter of intent, please use 12 pt, Arial font; 1" margins, single-spaced and include page numbers.

The primary criteria for the awarding of these grants will be that they address one of the National Quality Forum's seven priority areas (www.qualityforum.org). The Foundation is especially interested in the following two areas in 2009:

1. Eliminating healthcare-associated infections (HAIs), specifically MRSA (methicillin-resistant *staphylococcus aureus*) and *C. difficile* infection prevention and management; with the goal of taking ventilator-associated pneumonia (VAP), surgical site infections (SSI) and blood site infections (BSI) to zero.
2. Medication safety and reconciliation. These initiatives can range from prescribing correct medication to ensuring the right medication gets to the right patient at the right time and assuring information is communicated and understood at key transition points. Use of technology is encouraged.

In addition to evaluating a program's relevance to patient safety, the selection committee will consider the following criteria in reviewing the organization's letter of intent:

Description

Provide general information about the organization (mission, size of healthcare institution, target population, etc.)

Provide a description of the program for which the organization is seeking funding. Explain the need and scope of the problem and why this program is important to resolve this particular issue.

Measurable

Provide baseline data related to the project and specific long and short term goals to improve processes and ultimate outcomes related to lives, dollars and hospital days saved.

Collaborative

Describe how this work will be integrated throughout all areas of the individual healthcare system, hospital or clinic as well as the community, if appropriate.

Leadership support / organizational capacity

- Provide a brief description of who is leading this work and how leadership (C-suite and board) is involved in this project.
- How is the organization supporting this project with cash or in-kind contributions?
- If additional resources are needed to implement the effort, describe how those resources will be obtained.
- Is the organization involved with the national or local activities of the Institute for Healthcare Improvement? If yes, please describe your involvement.
- How will this work help the organization to be more transparent and responsive to the community?

Additional criteria will be requested when invitations for full proposals are extended to organizations selected by the review committee. These will include:

Sustainable

Describe how this project can continue after the grant ends.

Replicable

- Describe how the knowledge gained can be disseminated in your geographic area and beyond.
- Would you be interested in sharing your outcomes/processes with others – at a local, state or national level? If yes, please describe how your organization might do that.

Following communication to selected grant recipients, press releases and media announcements will be made on an ongoing basis. The Cardinal Health Foundation will also require a mid-year progress report measuring outcomes.

Scoring

The review committee will consider each letter of intent based on the following point system:

- Cover letter (0-5 pts)
- General information about the organization (0-15 pts)
- Description of program (0-25)
- Measurable (0-15 pts)
- Collaborative (0-15 pts)
- Leadership support / organizational capacity (0-10 pts)
- Budget (0-15 pts)

If you have questions, please contact the Cardinal Health Foundation at communityrelations@cardinalhealth.com.

Best of luck!

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Lit. No. 5CR1447 (0708)

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