

	State of Indiana Indiana Department of Correction	Effective Date 4/1/2022	Page 1 of 2	Number 2.25A
HEALTH CARE SERVICES DIRECTIVE-ADULT Manual of Policies and Procedures				

Title CONTINUOUS QUALITY IMPROVEMENT (CQI) PROGRAM
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Legal References (includes but is not limited to) IC 11-8-2-5	Related Policies/Procedures (includes but is not limited to) 01-02-101	Other References (includes but is not limited to) National Correctional Healthcare Standards
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I. PURPOSE:

This Health Care Services Directive (HCSD) establishes guidelines for facility and Regional Continuous Quality Improvement Committees.

II. PROCEDURES:

A. Continuous Quality Improvement (CQI) monitors and improves health care delivery internally by:

- Examining their work and establishing appropriate thresholds;
- Identifying successes and opportunities for improvement
- Plan improvements;
- Implement improvements; and,
- Reexamine their work to determine whether the changes have had the desired effects.

This process, repeated in an integrative fashion, constitutes the Quality Improvement cycle. The CQI program must include both process and outcome quality improvement studies.

B. Each facility shall establish an integrated and multidisciplinary CQI Committee that shall be responsible for site specific CQI activities as summarized in “A” above.

C. The Facility CQI Committee shall include representation from all Health Service disciplines represented at the facility and appropriate representation from Operations staff. A facility’s CQI Committee shall meet at least monthly. These meetings may be held in conjunction with other committee meetings, but separate confidential minutes must be maintained.

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- D. The Health Services vendor shall additionally establish a Regional CQI Committee chaired by a CQI Nurse. This Committee shall include representatives from all major disciplines operating at the Statewide level and shall meet monthly to include Department Health Services Leadership. The CQI Committee shall guide and provide oversight to the facility level CQI programs and shall conduct or coordinate CQI activities that span multiple facilities.
- E. If an outside vendor participates in health services delivery at a facility and maintains a separate CQI process, the facility CQI Committee shall include review of pertinent portions of the outside vendor CQI activities and must invite representation from the vendor to serve on its CQI Committee. If an outside vendor has a statewide CQI process, representative may be invited to the Regional Office CQI Committee.
- F. CQI activities are held strictly confidential. The CQI product may not be released outside of the CQI process, including in discovery during lawsuits, without review by Legal counsel. CQI products may also not be used in personnel actions, although it may be used to trigger additional reviews.

III. APPLICABILITY:

This HCSD is applicable to all facilities providing Health Services to incarcerated adults.

signature on file

Kristen Dauss, MD
Chief Medical Officer

Date