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1.0 American College of Cardiology Quality Improvement for Institutions

The American College of Cardiology Foundation (ACC) offers a variety of products and tools to assist hospitals in their quality improvement efforts:

- Clinical data registries
- National quality initiatives (e.g., Door-to-Balloon, Hospital-to-Home, Surviving MI)
- Electronic quality improvement toolkits (e.g., checklists, reminders, slide sets, apps)
- Accreditation Services

Eligible NCDR registries include the following:

- AF Ablation Registry
- CathPCI Registry
- Chest Pain – MI registry
- EP Device Implant Registry
- IMPACT Registry
- LAAO Registry

Every hospital that participates in at least one (1) eligible NCDR registry listed above will receive full access to exclusive quality improvement programs and tools, not available elsewhere. There is no obligation to become active in a specific initiative or to download or disseminate any toolkit.

2.0 NCDR Program Requirements

The American College of Cardiology Foundation (ACC) has developed the National Cardiovascular Data Registry (NCDR) to collect and report on standardized, national, clinical cardiovascular data in connection with different cardiovascular procedures and patient care. By signing the International Affiliate Hospital Master Agreement and indicating the NCDR registry your institution wishes to participate in, your institution agrees to comply with the NCDR Participant Responsibilities and Obligations outlined below. These requirements may be updated periodically. ACC will notify you when the Program Requirements have been modified.

2.1 NCDR Participant Responsibilities and Obligations

Registry Management:

- Each participating institution (Participant) must designate and provide contact information for the following roles for each registry:
    - **Registry Site Manager**—The Registry Site Manager is the primary point of contact for an assigned registry and will supervise the data collection, confirm the accuracy of the data, and receive the confidential reports on behalf of the Participant. This individual will act as the primary liaison for the assigned registry.
    - **Medical Director**— The physician Medical Director will serve as the medical staff liaison for the assigned registry.

- **Executive Sponsor**—The Executive Sponsor will ensure adequate resources are in place to support registry activities.
- **Billing Contact**—The Billing Contact is the point of contact for annual participation fees and modifications to the International Affiliate Hospital Master Agreement.
- **Privacy Officer**— The Privacy Officer is the individual designated by your facility responsible for compliance with privacy and security rules.

- Participant is required to provide a valid and unique email address for all designated users at the participating facility. The email addresses will be used to communicate relevant registry-specific information.
- Participant is required to maintain an accurate and up-to-date site profile at all times.

Submission of Clinical Data:

- Participant will submit clinical data on a quarterly basis to ACC for all relevant registries in which Participant is active.
- Participant will submit clinical data according to the Call for Data schedule found on the NCDR website. The Call for Data schedule may be updated periodically, and ACC will notify you of any updates to the Call for Data schedule.
- Participant is expected to review Data Quality Reports (DQR) for each submission and correct errors as needed to achieve "Green" benchmark status.
- For all active registries in which the participant is enrolled; a data record will be submitted for each patient eligible for inclusion into that registry. These data records will act as a complete representation of the patient population for each quarter. Sampling of data is not permitted (Chest Pain – MI Registry participants, please review Registry-Specific Requirements section).
- Upon ACC request, Participant agrees to provide verification that all eligible patient records have been included in their data submission.
- Participant must ensure that data conforms to the registry-specific data elements, definitions and transmission formats as outlined in the registry-specific Core Data Element Documentation (Full Specifications Data Dictionary).
- Participant must submit clinical data using an ACC-approved software vendor or ACC's online data collection tool. A current list of approved software vendors can be found on the NCDR website.
- Participant understands any files uploaded in preparation for submission and then left in the upload queue without being submitted will prevent other users within the facility from submitting the same quarter's file. ACC reserves the right to remove the uploaded file if after 24 hours the uploaded file has not been submitted. This will maintain the site's ability to submit data files.
- Participant understands that ACC has no role in the relationship between Participant and any ACC-approved software vendor.

Use of Data:

- Participant may use the information provided by the NCDR, including the benchmark outcomes reports, quality improvement reports, or any other aggregated data or reports (NCDR-produced reports) for internal purposes only.
- Participant must seek approval from the ACC prior to sharing NCDR-produced reports to any external party. Contact ACC for review and approval if you desire to share NCDR-produced reports. Submit all requests through email to ncdr@acc.org

- ACC may use NCDR data to provide aggregate summary data to its wholly owned subsidiaries for the purpose of providing Participants with the opportunity to participate in value-added quality improvement services. ACC will aggregate all NCDR data and reports at the facility level and no patient information will be shared. All such reports shall be provided through a secure login and shall not be used for any purpose other than as described.

Training and Education:

Participant's registry staff is expected to complete all aspects of NCDR supplied orientation and training which includes the use of registry start-up checklists and terminology, the QII Learning Center, registry Resource Documents, FAQ's, and all other ongoing training and communications which are posted to the registry announcement page on the private (log-in) website. Participant is also expected to do self-learning via registry documents available and adhere to the NCDR target values and definitions provided in the registry-specific Full Specifications Data Dictionary.

Annual Fees:

- Participating institution is required to pay an annual fee for each registry.
- The annual fee covers the period of January 1 through December 31 and does not extend past December 31 for any purpose including submission of patient follow-up data as required by specific registries.
- ACC publishes the annual fees on the NCDR private, log-in website. ACC will provide the Participant with an invoice of fees via email when annual fees are due. Renewal emails will be sent to both the Billing Contact and the Registry Site Manager.
- The annual fee is non-refundable even if your participation in the NCDR is terminated for any reason.

Registry-Specific Requirements:

a) For Chest Pain – MI Registry Participants:
    - The Chest Pain – MI Registry includes a sampling option for eligible patient populations, which is outlined in the registry Inclusion and Sampling Guide V3. Hospitals must declare whether the data submission for each eligible patient type represents a sample or all patient records (by patient type) eligible for registry inclusion.
    - ACC has a Performance Achievement Award (the "Award") that recognizes participants meeting award eligibility criteria published on CVQuality.ACC.org. Participant acknowledges that as an eligible site, ACC will notify Participant of the Participant's Award status on an annual basis. Participant acknowledges that the grant of the Award represents the fulfillment of eligibility criteria and does not represent ACC's guarantee or endorsement of Participant's services. Participant further agrees that ACC will publicly recognize the Participant's achievement through media outlets and public reporting. Recognition may include the use of the Participant's name and/or logo and Participant consents to such in connection with the Award.

2.2 NCDR Benefits

- ACC provides business operation support via telephone and email during ACC's business hours posted on the NCDR private (log-in) website.
- ACC provides clinical and quality advisement support via e-mail. All clinical support is delivered on a first-in, first-out basis during ACC's business hours posted on the NCDR private (log-in) website.
- ACC provides resources, tools and training to guide and assist Participant's data collection, data interpretation, and data quality activities. These resources include:
    - QII Learning Center with tutorials, educational videos, case scenarios, and other training offerings. Continuing Education credit is available for Learning Center courses.
    - Bi-monthly, registry specific webinars
    - Live programs and conferences
    - Resource documents such as User Guides, Quality Tools and Reference Documents, Appropriate Use Criteria Reference Documents, and NCDR Risk Model Documents
    - On-line FAQ databases
    - Monthly Registry Call
- International Orientation
- ACC provides an approved online data collection tool for each registry.
- ACC provides training and technical support for the ACC online data collection tool; the Participant is responsible for hardware support.
- ACC certifies multiple software vendors. Participants may choose to work with any registry specific approved software vendor to transmit their patient data to NCDR as an alternative to utilizing the ACC online data collection tool. Participant is responsible for all third-party vendor tool training and communication.
- ACC provides quarterly risk-adjusted benchmark reports with performance measures and quality metrics for each registry the Participant participate in.
    - Each Participant will be able to access benchmark reports produced during the calendar year of their enrollment and have an active-status enrollment.
    - Reports will be delivered via a secure, electronic process through the NCDR website.
- Participants have access to the NCDR eReports tool for reviewing trends and comparing facility level data.
- For optimal functionality, particularly for the online data collection tools and eReports, the following are required:
    - Operating System - Microsoft Windows 2007 or higher
    - Browser - Currently supported version of Microsoft's Internet Explorer (Recommend that pop-up blockers are disabled)
    - Microsoft Excel version 2007 or higher
    - Adobe PDF Reader

- NCDR eReports may work with other systems and versions, but ACC cannot assure nor support the functionality on systems not listed in this document.
- ACC will produce, distribute, and periodically revise the data elements, definitions, and formats as clinically indicated.

- ACC analyzes submitted data for accuracy and completeness using electronic data checks, consistency checks and range checks. ACC provides real-time feedback results on the data submission status through the Data Quality Reports which helps the Participant identify and correct data submission issues.

3.0 Quality Improvement Program Requirements

ACC has developed several quality improvement initiatives (e.g., Reduce the Risk: PCI Bleed, Patient Navigator, Surviving MI) and clinical toolkits to support hospitals in effectively addressing common problems and pinpointing areas for improvement in cardiovascular care. By signing the International Affiliate Hospital Master Agreement and indicating the commitment of your institution to the *ACC Quality Improvement for Institutions* program, your institution agrees to comply with the Quality Improvement Program Responsibilities and Obligations outlined below. These requirements may be updated periodically. ACC will notify your institution when the Program Requirements have been modified.

3.1 Quality Improvement Program Responsibilities and Obligations

Annual Fees and Obligations

- Any hospital that participates in at least one (1) eligible NCDR registry will receive full access to the suite of quality improvement initiatives and clinical toolkits through their NCDR annual fee. The list of initiatives can be found at cvquality.acc.org.
- There is no obligation to become active in a specific initiative or to download or disseminate any toolkit.
- To reduce data collection burden, Participants who are active in specific quality initiatives offered by the ACC who also participate in one or more registry programs, hereby consent and authorize ACC to use such registry data, if required, for the specific quality initiative program solely for the purpose of aiding Participant in data collection required of such quality initiatives.

3.2 Quality Improvement Program Benefits

The suite of quality improvement initiatives and clinical toolkits are offered as optional benefits and are conveniently located on a single website. Participants are free to pick and choose among the programs and tools that best fit their unique needs. These online assets are intended to inspire and accelerate quality improvement in the hospital setting and designed to save staff time and energy by providing ready-to-go, off-the-shelf programs and tools.

ACC quality initiatives provide:

- Success metrics – performance objectives for addressing a quality improvement opportunity
- Assessments – to identify specific areas for improvement
- Toolkits – resources (e.g., checklists, protocols) for improvement
- Webinars – presentations on the evidence, strategies, and lessons learned
- Online collaborative tools – best practice sharing by experts and participants

ACC toolkits provide:

- Worksheets

- Checklists
- Slide decks for individual and team-based learning
- Case studies illustrating the use of a tool/toolkit in specific settings

As ACC continues to develop additional hospital products and services, we will offer Participants the opportunity to test or use these products and services.

4.0 ACC Accreditation Services

ACC Accreditation Services allows hospitals who are accredited, or who have purchased the service, to use their registry data to meet specific accreditation requirements. Therefore, the Participant, by participating in one or more registry programs, hereby consents and authorizes ACC to use registry data for applicable accreditation programs.

5.0 Research Opportunities

From time to time, ACC leads projects or collaborates with outside research organizations to explore questions in cardiovascular science and care delivery. ACC will present key research opportunities to hospitals. Each research opportunity will be a voluntary, optional item for your institution's consideration.

5.1 Research Responsibilities and Obligations

There is no obligation to participate in any research project with the ACC. If your institution chooses to opt in to a research project, the responsibilities and obligations (including research protocols) will be clearly outlined in the enrollment materials.

5.2 Research Benefits

In addition to furthering cardiovascular science to improve patient outcomes, some of the research opportunities may involve financial compensation for your institution's role in the study, similar to clinical trials run by clinical or academic research organizations. If your institution chooses to opt in to a research project, the financial and non-financial benefits will be clearly outlined in the enrollment materials.

6.0 Hospital Participation Promotion Kit

ACC has developed a hospital participation promotion kit to support hospitals in communicating their participation in the *ACC Quality Improvement for Institutions* program internally and externally. The promotion kit includes a sample press release, sample articles, social media messages, a digital seal for use on your webpage, and other tips and ideas your institution can use to promote your quality improvement efforts to your patients and the community. By signing the International Affiliate Hospital Master Agreement and indicating the commitment of your institution to the *ACC Quality Improvement for Institutions* program, your institution agrees to comply with the appropriate use of the kit.

7.0 eReports Health Systems

ACC has developed an eReports Health Systems dashboard for systems to obtain a multi-hospital view of NCDR data for comparative purposes and to monitor the quality of data submissions from participant hospitals. By signing the International Corporate Level Hospital Master Agreement and subscribing to eReports Health Systems the corporation agrees to comply with the responsibilities listed below.

Use of Materials/Publication of Data

- Health system has the right to create and use reports, analyses or other materials (Materials) from the eReports Health Systems dashboard for internal purposes only.
- Health System must seek prior written approval from the ACC prior to sharing Materials with any external party. Contact ACC for review and approval if you desire to publish any Materials. Submit all requests through email to ncdr@acc.org

Annual Fees

- Health system is required to pay an initial registration fee and annual subscription fee for eReports Health Systems dashboard.
- ACC will provide health system with an invoice of fees via email when annual fees are due.
- The annual fee is non-refundable even if your subscription to eReports Health Systems dashboard is terminated for any reason.