



Center for Clinical Standards and Quality/Quality, Safety & Oversight Group

Admin Info: 19-03-ALL

DATE: January 7, 2019
TO: State Survey Agency Directors
FROM: Director
Quality, Safety & Oversight Group (QSOG)
SUBJECT: 2019 Survey Executives Training Institute (SETI)

Memorandum Summary

- **SETI:** Wednesday, May 15 through Friday, May 17, 2019 at the Hilton, Baltimore, MD.
- **SETI Attendance Required:** Attendance is mandatory for the State Survey Agency (SA) Director and one other manager. All Centers for Medicare & Medicaid Services (CMS) Regional Office (RO), Associate Regional Administrators (ARAs), and certain key managers should also attend. Travel expenses for the two designated State staff are 100 percent federally funded.
- **Registration:** Registration for the training and hotel is available here: <http://surveyor-training-content2.s3.amazonaws.com/data/2019SADOCSETI/index.html>.
Registration must be completed no later than April 1, 2019.
- **Award Nominations:** CMS will continue with the Quality, Safety & Oversight Achievement Awards, which are given to State individuals or teams that merit special acknowledgment in support of the mission to ensure quality and safety of all Americans.
Nominations due no later than April 1, 2019.
- **Reimbursement for SETI:** Post-event reimbursement information is available here <http://surveyor-training-content2.s3.amazonaws.com/data/2019SADOCSETI/SETI/reimbursement.html>.
Reimbursement forms must be completed no later than June 17, 2019.

SETI

The SETI will take place May 15 through 17, 2019 at the Hilton, Baltimore. At the SETI, CMS will provide structured training in areas of common concern and importance to the Federal survey process. Each session will have a curriculum with specific learning objectives, as well as opportunities for meaningful interaction between the presenters and attendees.

If you are only attending SETI only (not SADOC), please plan to arrive on Tuesday, May 14, 2019. While we recognize the funding constraints affecting many States, the annual CMS SETI training is required for the SA Director and one other top SA management official designated by the SA Director. Travel expenses for two individuals from each State are fully federally funded.

We strongly urge you to bring as many of your management staff as you can. All CMS RO managers, ARAs, and pertinent key managers should also attend.

Complete your training and hotel registration under the Event Registration tab at the link here: <http://surveyor-training-content2.s3.amazonaws.com/data/2019SADOCSETI/index.html>.

Registrations will NOT be accepted after April 1, 2019. There will be no exceptions.

Quality, Safety & Oversight Achievement Awards

CMS will recognize the achievements of those individuals and teams who have demonstrated outstanding performance in furthering the goals and objectives of CMS Quality, Safety & Oversight Group (QSOG). The awards will recognize the extraordinary performance of State individuals and teams in the following areas:

- High-quality work in ensuring quality and safety under difficult circumstances
- Exceptional outcomes–focused performance in meeting the quality and safety goals of the CMS Quality, Safety & Oversight program
- Effective use of information to promote the QSOG goals and objectives

Nominations for the Quality, Safety & Oversight Achievement Awards will be accepted from State Survey Agency Leadership and CMS ROs. The award ceremony will occur on May 17, 2019.

Please email the attached nomination form to Adjwoa Acheampong at Adjwoa.Acheampong@cms.hhs.gov by April 1, 2019.

Contact: For questions related to event registration and logistics, please contact Terry Gayden at Terry.Gayden@hendall.com. For inquiries related to content and topics, contact Adjwoa Acheampong at Adjwoa.Acheampong@cms.hhs.gov.

Effective Date: Immediately. This message should be communicated with all Survey and Certification staff, their managers, and the State and RO Training Coordinators within 30 days of this memorandum.

/s/
Karen Tritz
Acting Director

Attachment(s):

Attachment 1–SETI (draft) Agenda

Attachment 2–2019 Quality, Safety & Oversight Achievement Award Nomination Form

cc: Survey and Certification Regional Office Management

SURVEY EXECUTIVES TRAINING INSTITUTE

May 15–17, 2019
 Hilton Baltimore
 401 West Pratt Street, Baltimore, MD 21201

“THEME TBD”

Day 1: Wednesday, May 15, 2019

HOLIDAY BALLROOM WEST FOYER

7:30 AM	Registration	60 min
LOCATION TBD		
8:30 AM	Welcome and Introductions Anita Monteiro–Director, Quality, Safety & Education Division (QSED) Speaker TBD–Consortium Administrator, Consortium for Quality Improvement and Survey and Certification Operations (COISCO) Laura Hudspeth–President, Association of Health Facility Survey Agencies (AHFSA) Board David Wright–Director, Quality, Safety & Oversight Group (QSOG)	30 min
9:00 AM	Keynote Address–Title TBD Speaker TBD	45 min
9:45 AM	Overview of Quality, Safety & Oversight Priorities David Wright–Director, QSOG	60 min
10:45 AM	Break	15 min
11:00 AM	CMS QSOG QSED–Plans and Priorities, QSEP Overview Anita Monteiro–Director	30 min
11:30 AM	CMS QSOG Division of Continuing Care Providers–Plans and Priorities Peggye Wilkerson–Director	30 min
12:00 PM	Lunch	90 min
1:30 PM	iQIES Ed Mortimore–Technical Director, QSOG Mitzi Christ–Director, Division of Quality Systems for Assessments and Surveys, Information Systems Group	75 min
2:45 PM	Break	15 min
3:00 PM	Moderated Q&A Panel David Wright–Director, QSOG Panel Member TBD Panel Member TBD	90 min

4:30 PM	Division Meetings				60 min
LOCATION	LOCATION	LOCATION	LOCATION	LOCATION	
Western	Midwest	Dallas	Northeast	Atlanta	
LOCATION TBD					
5:30 to 6:30 PM	Networking Event (optional)				

Day 2: Thursday, May 16, 2019

8:00 AM	Leadership Meetings		60 min
LOCATION TBD		LOCATION TBD	
Leadership Meeting (AHFSA)		CMS Leadership Meeting (CO-RO)	
HOLIDAY 1 3			
9:00 AM	CMS Center for Clinical Standards and Quality (CCSQ)–Plans and Priorities Dr. Kate Goodrich–Director		45 min
9:45 AM	CMS Priorities Speaker TBD, Regional Office (RO)		30 min
10:15 AM	CMS QSOG Division of Nursing Homes–Plans and Priorities Karen Tritz–Director		20 min
10:35 AM	Break		15 min
10:50 AM	CMS QSOG Division of Clinical Laboratory Improvement and Quality–Plans and Priorities Karen Dyer–Director		20 min
11:10 AM	Topic TBD Dr. Sumit Mohan		30 min
11:40 AM	CMS QSOG Division of Acute Care Services–Plans and Priorities Director		20 min
12:00 PM	Lunch		90 min
1:30 PM	Working Session A		75 min
LOCATION TBD		LOCATION TBD	
Facility Reported Incidents		Complaint Management	
Facilitator: TBD		Facilitator: TBD	
		New Accrediting Organization Process for Validation Surveys	
		Facilitator: TBD	
2:45 PM	Break		15 min
3:00 PM	Working Session B		75 min
LOCATION TBD		LOCATION TBD	
Long Term Care Survey Process		“Certification Specialist Work”	
Facilitator: TBD		Facilitator: TBD	
		Session Title TBD	
		Facilitator: TBD	
LOCATION TBD			
4:15 PM	Leadership Meeting (CMS/AHFSA)		60 min
5:15 PM	Adjourn		

Day 3: Friday, May 17, 2019

LOCATION TBD		
8:30 AM	Immediate Jeopardy (IJ) Lisa Tripp, Debra Lyons	30 min
9:00 AM	Keynote Address Speaker TBD	45 min
9:45 AM	"Changing Certification Process" Zabeen Chong, 1 RO	30 min
10:15 AM	Break	15 min
10:30 AM	Reflections and Projections David Wright–Director, QSOG Speaker TBD–Consortium Administrator, CQISCO Laura Hudspeth–President, AHFSA Board	45 min
11:15 AM	CMS Quality, Safety and Oversight Achievement Awards David Wright–Director, QSOG	15 min
11:30 AM	Wrap Up David Wright–Director, QSOG	15 min
11:45 AM	Adjourn	

Color Key

Room Location
Keynote Presentation
QSOG Division Updates
Plenary Sessions
Working Sessions
Other Meetings
Break/Lunch and Other All-Attendee Activities

NOMINATION

Quality, Safety & Oversight Achievement Award

Nominee(s):

Check one of the following nomination categories:

- State Executive Leadership
- State Staff

Name _____ State _____ Phone _____

Organization _____

Nominator:

Name _____ State _____ Phone _____

Organization _____

Nominated for:

- _____ High-quality work in the area of ensuring quality and safety, under difficult circumstances
- _____ Exceptional outcomes-focused performance in meeting the quality and safety goals of the CMS Quality, Safety & Oversight program
- _____ Outstanding leadership in crafting creative solutions to difficult problems
- _____ Effective use of information to promote the goals and objectives of the Quality, Safety & Oversight Group

Description of Accomplishments (not to exceed one page):

Regional Office Comments (when provided):

Language to be included on the Award: