

**Care Transitions Learning Community Participant Agreement**

Project Contact:

Email Address:

Facility Name:

City:

Phone:

***YES****, our facility would like to commit to participate in the Care Transitions Learning Community from November 2023 through March 2024. We agree to participate in all phases of this multi-hospital collaborative. Our facility understands this commitment requires the support of administrative leadership to meet the expectations outlined below.*

# Collection to Action Coalition

Sponsored by KDHE FLEX

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### CEO/Administrator Signature

### Facility Project Contact/Lead

#### Date

**Facility expectations:**

* Payment of **$100 project participation fee**. Make checks payable to Healthworks upon receipt of invoice.
* Provide appropriate technology to actively participate in the monthly zooms (computer w/ ability to use zoom as well as a camera and microphone).
* Commit to and participate in all virtual working sessions: 11/02/23, 12/12/23, 1/09/24, and 2/13/24.
* Provision of staff time and resources necessary for commitment to the project. This includes project work within your facility, which will be ongoing throughout the duration of the project.
* Participation in the development of and commitment to an ongoing, sustainable monitoring program.
* Maintain and submit a provided progress report to Healthworks project staff as requested.
* Commit to and participate in a virtual wrap up session at the conclusion of the project on 3/07/24.

##### Healthworks will provide:

##### Four virtual working sessions to provide a foundation and assist each facility with establishing internal goals.

* Basic care transitions training and resources for strong program development.
* Facilitation of peer networking.
* Assistance on using care transitions tools and techniques for improvement.
* Administration and analysis of organizational culture related to care transitions program management.
* Access to care transitions program expertise and project management assistance.
* A wrap up meeting at the conclusion of the project to celebrate successes and build the plan for sustainability within your organization.

**Please return no later than October 10.**

**Attn: Susan Pattie (spattie@kha-net.org)**

**Fax: 785-233-6955**