

CBGF Research, Quality Improvement and Patient Safety Committee Policies and Procedures

Goals

The goal of the Research, Quality Improvement and Patient Safety Committee is to support and further the educational training of fellows in training for research methods, quality improvement and patient safety science in Complex Benign Gynecology.

Charge of the Research, Quality Improvement and Patient Safety Committee

1. Encourage, educate, and assist CBG fellows in their research projects and scholarly work.
2. Review survey proposals in which CBG fellows are the subjects.
3. Serve as the Senior Advisory Board for the CBGF subgroup of the FPRN.
4. Oversee online research resources for fellows.
5. Increase awareness of quality improvement methodology and how it differs from research methodology, and support patient safety science in Complex Benign Gynecology.

Selection, Composition and Size of the Committee

- A. Committee Chair: The Chair will be appointed by the CBGF President and approved by the Board annually for a three-year term. Preference is given to individuals who possess an expertise or expansive knowledge of the committee's activities.
- B. Committee Members: The President will serve on the Committee ex-officio. Additional committee members are selected by the CBGF Board of Directors. Fellowship members (fellows, fellowship directors, or Board members) who are interested in participation may request to be appointed by the Board. Committee members are appointed annually and can serve a maximum of three consecutive years in this position.
- C. Committee Size: The committee size may fluctuate depending on the amount of work the committee must accomplish. The committee Chair will ultimately decide on adding or subtracting membership as needed, as confirmed by the CBGF Board of Directors.

Committee Meetings

Committee meetings will mostly be held by phone conference call. It is recommended to meet no less than quarterly until a time when the committee's goals are accomplished or deferred. The short- and long-term goals should be defined at the first meeting.

Financial Responsibility

Any needs for financial support must be submitted to and approved by the CBGF Board of Directors.

History of the Committee

The Research Committee was created and authorized in 2018, and the Quality Improvement and Patient Safety Committee was authorized in 2019. They were combined in 2024.

Separate Policies:

Research survey review policy is a separate policy document under this committee.