

Continuous Process Improvement (CPI) and Procedures for Non-compliance

The following Continuous Process Improvement (CPI) indicators have been established for CIBMTR transplant centers regarding data forms submission:

Transplant centers will receive reports three times a year (January, May, September) listing the number of follow-up forms that were due in a given trimester and the number and percentage of each that were submitted (error-free) within the specified time intervals. Reports will be lagged by one trimester to allow 120 days from the due date for a center to submit the form. For example, the report in January will cover forms that came due in the previous May through August.

If a center has fewer than 10 total forms due within a reporting period, their evaluation will be based on the 10 most recent prior due forms. Centers with less than 10 total due forms will be considered in compliance if they have no more than one overdue form.

Compliance will be enforced according to the following schedule:

1. The medical director, transplant coordinator, and the data manager of transplant centers that submit less than 90% of total forms due during a reporting period will receive a letter from the NMDP manager of Clinical Research informing them that their submission rates are below standards and not meeting CPI indicators. By the next report (four months later) the transplant center must complete one of the following options:
 - a. Submit at least 90% of the forms that came due in the new reporting period.
 - b. Bring the cumulative rate for the two most recent periods combined (the new period and the period immediately prior) up to at least 90%.
2. If one of the options listed above is not satisfied at the next report, the transplant center will receive a letter indicating that the center is in violation of reporting standards and may be placed on probation. By the next report the transplant center must complete one of the following options:
 - a. Submit at least 90% of the forms that came due in the new reporting period.
 - b. Bring the cumulative rate for the three most recent periods combined (the new period and two immediately prior) up to at least 90%.

3. If one of the options listed above is not satisfied at the next report, the transplant center will receive a second letter stating that the center has been placed on probation for failure to report sufficient follow-up data. By the next report the transplant center must complete one of the following options:
 - a. Submit at least 90% of forms the came due in the new reporting period.
 - b. Bring the cumulative rate for the four most recent periods combined (the new period and three immediately prior) up to at least 90%.
4. If by the next report the stated conditions still have not been met, the transplant center's NMDP search privileges will be suspended. Search privileges will resume as soon as the conditions given above have been satisfied.

Each report will give the number of each type of form that became due within the given period of time, as well as numbers and percentages of forms received at the CIBMTR. Totals will also be given for all forms combined. Results from the two previous periods will be updated and also displayed on the report. Therefore, if a transplant center is in danger of having NMDP searches suspended due to missing forms from a year ago, the center will be able to see those forms on the current report. Finally, a summary of total number of forms due but not yet received at the CIBMTR will be given for each type of form.