



Quarterly Tracking of Facility Patient and Family Engagement Activities

Background: Network 8 is required to report to CMS the number of patient and family engagement activities conducted at the facility level, along with the number of patients involved with these activities. Therefore, this is a **mandatory** activity that each facility must complete.

Purpose: This tool is intended for internal use and will allow you to monitor monthly patient and family engagement activities for the designated quarter.

Next Steps:

1. Monthly, record the activities at your facility in each of the categories. Please place a mark in each of the column(s) to indicate which activities were completed for the month. You are not required to use the tool; it is just a resource to help you monitor PFE activities so you can complete the quarterly PFE surveys. Please remember the surveys are mandatory.
2. Tracking tools are available at <https://esrdnetwork8.org/dialysis-transplant-providers/quality-improvement/family-and-patient-engagement>

Patient Engagement Activities Tracking Tool			
Support Groups	Dec	Jan	Feb
Facilitate a support group at your facility			
Total number of attendees (patients/representatives):			
Promote a community support group			
Facilitate a new patient orientation or adjustment group			
Total number of attendees (patients/representatives):			
Facilitate topic-focused education groups			
Total number of attendees (patients/representatives):			
Provide resources for patient participation in online support groups (i.e. AAKP, RSN, or corporate specific online groups).			
Care Planning			
Patient/representative attend monthly care plan meeting			
Total number of attendees (patients/representatives):			
Develop facility specific policy/procedure to ensure patients/representatives are involved in the development of individualized care plans (if your corporation does not have one)			
Involvement in QAPI			
Patient/representative attend the monthly QAPI/governing body meeting			
Patient input requested and provided on patient-specified topic for discussion during QAPI/governing body meeting			
Other Patient Involvement Activities			
Lobby days			
Peer-to-peer discussions			
Internal corporate initiatives (i.e. incentives or games to reduce missed treatments)			
Social events for patients/representatives (i.e. Kidney Walk, regional patient meetings, patient & family picnic, etc.)			
Other (please specify):			