
LUNCH

Lunch orders will be taken on the morning of the workshop. The \$10.00 lunch fee is payable at this time. You are welcome to bring your own lunch if you choose. There are limited lunch venues in the immediate area.



DIRECTIONS

The Patient Care Assessment Division at the Board of Registration in Medicine is easily accessible by car or by public transportation.



For directions, go to:

<http://www.massmedboard.org/consumer/directions.shtm>



Commonwealth of
Massachusetts
Board of Registration in
Medicine

560 Harrison Avenue
Suite G-4
Boston, MA 02119
Phone: 617-654-9896
Fax: 617-357-8453
Website: www.massmedboard.org

Parking is available at 500 Harrison Avenue at a cost of \$13 for the day



Patient Care Assessment Division Quality and Patient Safety Training



**Patient Care
Assessment Division**

**Board of Registration
in Medicine**

Agenda

8:30 AM to 9:15 AM

Registration and Coffee

9:15 AM to 10:00 AM

Welcome and Overview of
PCA Program

10:00 AM to 10:15 AM

Break

10:15 AM to 12:00 PM

PCA Plans, Annual and Semi-Annual
Reports

12:00 PM to 12:45 PM

Lunch* (see registration form for details)

12:45 PM to 2:00 PM

Major Incident Reports-
Identification/Reporting

2:00 PM to 2:15 PM

Break

2:15 PM to 4:00 PM

Major Incident Reports-
Investigation/Corrective Actions

4:00 PM to 4:30 PM

Wrap-Up

Program Overview

At this training session, we will go over what the PCA Division does and how we can assist you in your quality improvement activities. Furthermore, we will review the types of quality assurance reports that your facility submits to the Patient Care Assessment Division, providing examples and model reports to help you learn how to best analyze and report adverse events. From Semi-Annual and Annual Reports to the different types of Major Incident Reports, we will work with you, and provide to you, the information and tools to make it easier for you to report. Our goal is to be a resource for you as we all work to improve health care quality and reduce medical errors in the Commonwealth.

This program is designed for anyone in your organization who is involved in patient safety or quality improvement activities. The PCA Division is offering these training sessions at no cost. However, the training sessions are on a first-come, first-served basis and are limited to fifteen participants per session.

Registration

Classes are limited to 15 people.

Please indicate your first, second, and third choices for dates in the right-hand column.

<i>Date:</i>	<i>Time:</i>	<i>Choice (1,2,3):</i>
<input type="checkbox"/> Thursday, May 18, 2006	8:30-4:30	_____
<input type="checkbox"/> Thursday, June 22, 2006	8:30-4:30	_____
<input type="checkbox"/> Thursday, July 13, 2006	8:30-4:30	_____

Name _____

Title _____

Organization _____

Address _____

Phone _____

Email _____

Fax _____

**Lunch can be provided to you for at a cost of \$10, payable on the morning of the workshop.*

Please Fax Completed

Registration Form to:

(617) 357-8453

Attn: Ann Weaver