



DASO

UNIT

Data Support Program Guidelines

2020/2021



Health
Northern Sydney
Local Health District



Introduction

In 2017 Royal North Shore Hospital established a new unit to support surgical departments with data and audit activities - the Data Analysis & Surgical Outcomes (DASO) Unit.

The primary purpose of the DASO Unit is oversight, coordination, and advancement of data and audit activity within surgical departments at Royal North Shore Hospital.

In recent years there has been growing recognition of the importance of data in monitoring and improving surgical outcomes. However, there is also a considerable lack of resources, structure, and support for surgeons to collect, maintain, report and utilise such data. The DASO Unit has been established to address these issues with a small budget allocation for distribution to departments/units across the Division of Surgery & Anaesthesia (DoSA) for the purpose of supporting surgical data management and audit activities.

At the beginning of 2018, departments were invited to submit applications for funding to support data projects and following a transparent and impartial assessment process funding was distributed to successful applicants/depts. After recently reviewing this process, a new funding model and process will be introduced in 2020 that will improve accountability and accessibility to the DASO Unit. This will be put into effect and offered from September 2020.

The rationale and details of this funding program is outlined below.

Funding Program Objectives

The Data Support Funding Program is guided by the following NSLHD strategic objectives and DASO Unit key objectives:

NSLHD -

- Improve quality and safety of care
- Evaluate and apply information and knowledge to improve clinical and organisational practices
- Promote enquiry and research to develop, share and apply new knowledge

DASO Unit -

- Overcome barriers to surgeons participating in data and audit activities by providing appropriate and relevant support and increasing access to resources at all levels throughout the Division of Surgery
- Develop special data support and audit capability for focused surgical audits that will foster clinical research



Overview of Project Funding

This project funding supports excellence, innovation, and ingenuity within the Division of Surgery & Anaesthesia.

It aims to deliver a dynamic and diverse range of data projects and capabilities to departments and services across the Division of Surgery & Anaesthesia; contribute to the development of a widespread clinical audit culture, and support the development of robust data processes and systems that foster research and improve clinical care.

Funding is available for a wide range of data and audit activity, including:

- Creation and development of new data or audit systems
- Improvement or enhancement of existing audit/data systems
- Transition of data from one data system into a new platform
- Consolidation and integration of disparate databases into one system
- Creation of reporting systems and data visualisation tools from existing systems

When Can I Apply for Funding

Opens: September 2020

Closes: October 2020

IMPORTANT:

- Applications must be submitted electronically using the DASO Unit Data Support online application form
- Departments can submit one application per round only
- Please contact the DASO Unit directly with any administration questions or if technical difficulties are experienced while submitting an application. Email: NSLHD-RNS-DASOUnit@health.nsw.gov.au
- Late submissions will not be accepted after the closing date.



Who Can Apply for Funding

To be eligible for project funding applicants will be required to meet the following three criteria:

1. Applicant Type

Applicants must hold:

- A recognised specialist qualification in Surgery, Fellow of the Royal Australasian College of Surgeons (FRACS) or other specialist recognition as provided for in the NSW Staff Specialist (State) Award
- A current clinical appointment within the NSLHD

2. Project Focus

The project:

- must be a clearly defined clinical audit/data-related activity
- should demonstrate that a specific problem(s) can be addressed, or significant opportunity created, through high quality audit/data processes
- should fit in with one or more of the NSLHD and DASO Unit objectives listed above under Funding Program Objectives

3. Benefit

- The project must benefit RNSH by contributing to the data and audit culture of DoSA which in turn will improve clinical practices, improve quality of care and facilitate clinical research

Applications will not be considered for funding if:

- The department/service is not within the Division of Surgery & Anaesthesia
- The project timeline is expected to exceed 12 months

How Much Funding is Available

Project application for funding and support cannot exceed the maximum allocation per project of \$50,000.

Applicants must provide a comprehensive level of detail in the submitted application, support material and a budget appropriate to the level of funding requested.



How Will My Application Be Assessed

Assessment Criteria

Each application must address the following three assessment criteria.

CRITERIA	DETAILS
1. PROJECT MERIT	<ul style="list-style-type: none"> • The rationale and/or vision for the project • The articulation of data/audit process and/or project delivery • The quality and reputation of previous work • How the project engages clinical staff, patients and other stakeholders • How the project contributes to the data/audit culture and profile of DoSA • How the project will contribute and/or supplement existing data assets in DoSA, RNSH and the NSLHD • How the project is unique and is not currently in development. If there are similar projects, also state what makes this project more competitive
2. PROJECT IMPACT	<ul style="list-style-type: none"> • Improves clinical workflows and/or processes • Improves patient experience and care • Delivers long-term benefits for all stakeholders • Engages staff, both clinical and administrative across all levels • Develops data and audit partnerships and collaborations across and outside the public sector to enhance audit process sustainability • Demonstrates a high level of innovation and experimentation • Demonstrates leadership in audit practice
3. PROJECT VIABILITY	<ul style="list-style-type: none"> • Outlines project time lines and expected timeframe for completion • Outlines resource/budget implications for the project • Outlines sponsorship for the project • Outlines strategies to support related change processes • Outlines strategies for increasing support or capacity building for data and audit processes • Leverages requested funding for support from other sources • Alignment and adherence to data governance and privacy policies and guidelines



Assessment Process

Applicants will receive an automated response from the online system when an application has been successfully submitted. All applications then proceed through the assessment process as outlined below.

Data Support Assessment Panel

Applications will be assessed by a Data Support Assessment Panel. The Panel will consist of representatives from DoSA, Clinical Governance, and research in addition to an independent panel member.

Eligibility check

Once received through the online system, all applications will undergo an eligibility check.

Eligible applications will proceed to the two-stage assessment process.

If applications are deemed ineligible, the applicant will be advised in writing within 10 working days after the closing date.

Assessment Stage 1

The Data Support Assessment Panel members will individually assess and rank all applications against each of the assessment criteria Project Merit, Project Impact and Project Viability.

Assessment Stage 2

The Data Support Assessment Panel will determine the final recommendations with reference to the assessment criteria, and the distribution, range and scale of recommended applicants.

Final recommendations will be submitted to the SERT Institute Management team for endorsement and final approval.

During any stage of the assessment process further advice and/or clarification may be requested from applicants by the DASO Unit.

It is anticipated that the number of applications received will far exceed the funds and support available and that some projects may only receive partial funding.

Please note there is no guarantee a project will be allocated funding even if the application meets the assessment criteria. Budget limitations and the volume of submissions received will also influence the final selection.

When Will I Know If My Application Is Successful

Applicants will be notified of the outcome of their applications no later than one month after the closing date.

Successful applicants will be required to sign a funding agreement that outlines agreed obligations, including -

- **Acceptance:** Return a signed contract, and any other required documentation, within two weeks of receipt
- **Timing:** Completion of your project must take place within 12 months of the funding commencing
- **Reporting:** Reporting and monitoring requirements will be appropriate to the scale of the funding received