**Please Read Instructions Carefully Prior to Starting**

**Guidelines must be followed, or proposals will be returned without being read by your Governance Organization**

1. IMPORTANT: Do ***not*** delete any sections. All sections of this document are numbered to ensure completeness and will be checked upon submission by your Governance Organization.
2. Maximum Page count for this proposal is **15** (excluding key words and instruction page). 2 Pages of charts/graphs and are included in the total page count.
3. The Plain Language Abstract has a 1250-character limit; if approved, this summary & description will be posted on the IFPOC public website and will be included in press releases. All other sections have a recommended number of characters as a guideline
4. To input text, click in the section; the space will expand as you enter information. Please note as this is an open document the spacing of sections will vary. For ease of adjudication, if a section header is separated from the body, please adjust the spacing to keep them together.
5. Charts, graphs and images may be included in any section of this application form except the Plain Language Abstract section. Applicants are encouraged to use jpeg or the [wrap text](https://support.microsoft.com/en-us/office/wrap-text-around-a-picture-in-word-bdbbe1fe-c089-4b5c-b85c-43997da64a12#:~:text=Go%20to%20Picture%20Format%20or%20Shape%20Format%20and%20select%20Arrange,and%20Bottom%2C%20and%20Behind%20Text.) function around images to utilize the space on the application form.
6. The required font and size for this application form is Calibri 11. Prior to submission, please ensure all sections meet this requirement.

**Governance Organizations – Please delete this instruction page and save as PDF prior to uploading.**

**AHSC AFP Innovation Fund**

**FORM P1W – PROJECT PROPOSAL**

Year 16 2023-24

Version P1W 16.0

APPLICANT PROJECT PROPOSAL

1. PROJECT SUMMARY

|  |  |  |  |
| --- | --- | --- | --- |
| Project Title | | | |
|  | | | |
| Project Lead #1 | | | |
| Name | | Title | |
|  | |  | |
| Name of Institution | | Name of AFP Governance Organization | |
|  | |  | |
| Contact Email | | | |
|  | | | |
| Project Lead #2 (optional) | | | |
| Name | | Title | |
|  | |  | |
| Name of Institution | | Name of AFP Governance Organization | |
|  | |  | |
| Contact Email | | | |
|  | | | |
| Project Duration | | | |
| 1 Year ( ) 2 Years ( ) | | | |
| Project Funding Details | | | |
| Year 1 | Year 2 (if applicable) | | Total Amount |
| $ | $ | | $ |

1. PROJECT KEYWORDS:

|  |  |
| --- | --- |
| 2.1 Please select and insert five codes and associated titles for keywords to describe your project, in order of importance, from among the focus (code 1000), methodology (code 2000) and outcomes (code 3000)  **Selections listed on the Project Database Keywords List at the end of the document or at:** [**https://ifpoc.org/manage-forms/project-database-keyword-list/**](https://ifpoc.org/manage-forms/project-database-keyword-list/) | |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| 5. |  |

1. PLAIN LANGUAGE ABSTRACT

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| --- |
| 3.1 Please describe the proposed project using non-technical language emphasizing the research question and its importance to health care delivery. If you receive the award, **this summary & description will be posted on the IFPOC public website and will be included in press releases**. Ensure that your description can be understood outside your research field.  **MAXIMUM OF 1250 CHARACTER including spaces (any more will not fit in the online portion of the website)** |
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| --- |
| 3.2 What is the innovation and main question or hypothesis for this proposal?  Recommended 1250 characters including spaces |
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| --- |
| 3.3 Please describe how this project will influence the healthcare system or influence patient care?  Recommended 1250 characters including spaces |
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| --- |
| 3.4 Please describe your knowledge translation plan for the results of this project (how will you share/disseminate your results and/or spread your innovation)?  Recommended 1250 characters including spaces |
|  |

1. PROJECT DETAILS

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| --- |
| 4.1 Does this project/innovation have the possibility to result in a patent, title of ownership? |
| Yes () No ( ) |

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| --- |
| 4.1 If YES – please elaborate on who will own the patent or title and explain how potential for conflict of interest will be mitigated.  Recommended 1000 characters including spaces |
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| 4.2 Are any of the team members involved in the design or sale of a product that will be used in testing an innovation? |
| Yes ( ) No ( ) |

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| 4.2 If YES – please elaborate on how potential for conflict of interest within the project will be mitigated.  Recommended 1000 characters including spaces |
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| --- |
| Medical, Parental or Maternity Leave |
| Please inform us if the Project Lead or Co-Lead will be taking leave. |
| If, during the course of your Project Term, you are provided with a leave from clinical duties by your institution, please fill out a G4 form found at IFPOC.org and submit it to your Governance Organization. |

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| 4.3 Is there a significant information technology component to this project? |
| Yes ( ) No ( ) |
| If you answered yes, please inform your CIO to obtain advice and support of your IT needs. |

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| 4.4 Is this Project Proposal a continuation of a previous Innovation Funded Project? |
| Yes ( ) No ( ) |

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| --- | --- | --- |
| 4.4 If YES: Please provided the Year and/or Project Code, Title and Project Lead(s) for the previous IF project. | | |
| Year | Title | Project Lead(s) |
|  |  |  |

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| 4.5 Is this project coordinated with another AFP Innovation Fund project? |
| Yes ( ) No ( ) |
| If YES: Coordinated ( ) Dependent ( ) Both Coordinated and Dependent ( ) |

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| --- | --- | --- | --- |
| 4.5 If YES: Please insert Title of Project, Project Lead, and Affiliated Institution as well as Project Code (if known). | | | |
| Title | Project Lead | Affiliated Institution | Project Code |
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| 4.5 If the other applicants are unsuccessful, can this project stand alone? |
| Yes ( ) No ( ) |

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| 4.6 Will this project receive funding from another other source than the IF?  Including cash or in-kind contributions? |
| Yes ( ) No ( ) |

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| --- |
| 4.6 If answered YES, please specify by source and amount anticipated or already committed: |
| |  |  |  |  | | --- | --- | --- | --- | | Source | Amount | Anticipated or Committed | | |  | $ | |  | |  | $ | |  | |  | $ | |  | |  | $ | |  | |  | $ | |  | |

1. PROJECT NARRATIVE PROPOSAL

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| --- |
| 5.1 Background, Objectives, Rationale, Significance, and Justify why the project is innovative. Also include an assessment of expected outcomes.  Charts or graphs may be copied below. This has a recommendation of 8,000 characters including spaces. |
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| 5.2 Approach and Work Plan - Provide a description of the approach to be used as well as a detailed project work plan. If applicable, please include: rationale for recruitment targets, power calculations, TBD ask RW/DC/RM Recommended 4000 characters including spaces. |
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| 5.3 Timeline - Provide a target start date, the dates when each milestone will be completed and the target finishing date for the project  Recommended 4000 characters including spaces. |
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| 5.4 Project Outcome Evaluation Metrics – Detail the anticipated outcomes and how these outcomes will be measured. Which measurement will determine success? How will you measure it? What is the expected benefit and how will it be measure? How will the IFPOC determine if the project was successful?  Recommended 2700 characters including spaces. |
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| 5.5 Team. Please include the names and affiliations of the team members, with a brief statement of their roles, experience (are any early career investigators?), area(s) of expertise, time commitment and planned contributions to the project Recommended 2000 characters including spaces |
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| 5.6 Additional Project Funding (only if applicable) – Elaborate on any supplemental funding for the proposed project including the amount and source as well as any contingencies or other special circumstances  Recommended 2000 characters including spaces. |
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| 5.7 Other Relevant Information (optional) –Please elaborate on any other items you think important or relevant to the implementation or outcomes of this project Recommended 2000 characters including spaces. |
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| 5.8 Has this project Proposal been submitted and been unsuccessful in a previous innovation fund competition? |
| Yes ( ) No ( ) |

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| --- |
| 5.8 If YES – please provide a detailed response to the specific comments / feedback from reviewer(s) in the past competition Recommended 2000 characters including spaces. |
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| --- |
| 5.9 List of References and/or Support from Partners (optional) – Please provide bibliographic citations or attach any letters of support from partners into this section Recommended 8000 characters including spaces. |
|  |

1. HAHSO REQUIREMENTS

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| --- |
| Practice Plan Information and Approval |
| Physician Association of the Project Lead (Please delete the physician associations not needed) |
| Hamilton Anesthesia Associates  McMaster Family Medicine Associates  McMaster Medicine Associates  Hamilton Obstetrics and Gynecology Associates  McMaster Psychiatry Associates  McMaster Surgery Associates  McMaster Oncology AFP  McMaster Pediatric Physicians Association |
| The principal investigator (project lead #1) confirms that their physician association has reviewed this  proposal and authorized its submission into the competition. It is not necessary to physically obtain an  approval signature from your physician association.  Yes ( ) |

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| Grant Administration |
| Are there any resource implications for the Hospital or the University? |
| Yes ( ) No ( ) |

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| If you answered YES, please describe Recommended 1000 characters including spaces. |
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| If successful, which research accounting department will administer the grant? |
| ( ) Hamilton Health Sciences  ( ) McMaster University  ( ) St. Joseph’s Healthcare Hamilton |

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| Relevant approvals to be sought after notification of grant approval and funding HAHSO and IFPOC on behalf of MOHLTC |
| ( ) Human Ethics  ( ) Animal Ethics  ( ) Patient Consent  ( ) Bio-Hazardous Materials  ( ) Health Physics |

PROJECT LEADS: Please do not fill in this section - it is to be completed by your HAHSO Governance Organization after approval of application by HAHSO BOARD

HAHSO BOARD

|  |  |
| --- | --- |
| Funding Allocated by Year | |
| Year 1: | Year 2: |
| $ | $ |

|  |
| --- |
| INSTITUTIONAL SIGN-OFF |
| Hospitals: |
| Hamilton Health Sciences:  Executive VP (Academic), Chief Medical Executive, HHS  On \_\_\_\_\_\_\_ has approved this project for Innovation Fund submission.  YES ( )  St. Joseph’s Healthcare Hamilton:  Chief of Staff and VP, Academic & Medical Affairs, SJHH  On \_\_\_\_\_\_\_ has approved this project for Innovation Fund Submission.  YES ( ) |
| University: |
| Faculty of Health Sciences, McMaster University:  Vice Dean, Research  On \_\_\_\_\_\_\_\_\_ has approved this project for Innovation Fund submission.  YES ( ) |

1. PROJECT DATABASE KEYWORD LIST

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1000: Project Focus | 2000: Project Methodology | | 3000: Project Projected Outcomes | |
| |  |  | | --- | --- | | 1101 | Aboriginal Health | | 1102 | Acquired Brain Injury | | 1103 | Addictions | | 1104 | Advance Care Planning | | 1105 | Adverse Drug Response | | 1106 | Adverse Event Detection | | 1107 | Aging/Geriatrics | | 1108 | Alzheimer’s Disease | | 1109 | Anaesthesia | | 1110 | Anticoagulants/Thromboembolism | | 1111 | Anxiety Disorders | | 1112 | Aortic Diseases | | 1113 | Arrhythmias | | 1114 | Arthritis | | 1115 | Asthma | | 1116 | Bladder Cancer | | 1117 | Breast Cancer | | 1118 | Cardiac Arrest | | 1119 | Cardiomyopathy/Myocarditis | | 1120 | Cardiovascular Diseases | | 1121 | Cerebral Palsy | | 1122 | Child Health | | 1123 | Chronic disease | | 1124 | Chronic Myofascial Pain | | 1125 | Chronic Obstructive Pulmonary Disease | | 1126 | Chronic Post-Sternotomy Pain | | 1127 | Chronic Rhinosinusitis | | 1128 | Clinical Pharmacology & Therapeutics | | 1129 | Cognition | | 1130 | Colorectal Cancer | | 1131 | Community Health Care | | 1132 | Complex Care | | 1133 | Complex Continuing Care | | 1134 | Concussion | | 1135 | Congenital Malformation | | 1136 | Continuing Medical Education | | 1271 | COVID-19 | | 1137 | Crisis Resource Management | | 1138 | Critical Care | | 1139 | Cystic Fibrosis | | 1140 | Dementia | | 1141 | Dermatology | | 1142 | Diabetes | | 1143 | Dialysis | | 1144 | Diet Nutrition Exercise | | 1145 | Early Illness Intervention | | 1146 | Eating Disorders | | 1147 | Economics | | 1148 | Education and Training | | 1149 | Emergency Medicine | | 1150 | Endocrinology | | 1151 | Ethnicity | | 1152 | Fertility | | 1153 | Fetal Ultrasound | | 1154 | Gastroenterology | | 1155 | General Internal Medicine | | 1156 | Genetics | | 1157 | GI and Oncology | | 1158 | Global Health | | 1159 | Haematology | | 1160 | Head and Neck | | 1161 | Health Care Provider | | 1162 | Health Informatics | | 1163 | Health Systems Research | | 1164 | Hearing Loss | | 1165 | HIV/AIDS | | 1166 | Hypertension | | 1167 | Hypertonicity/Spasticity Management | | 1168 | Imaging/Ultrasound | | 1169 | Immunology | | 1170 | Infection Control | | 1171 | Infectious Diseases | | 1172 | Influenza | | 1173 | Information Technology | | 1174 | Injury Prevention | | 1175 | Inpatient Medicine | | 1176 | Institution Integration | | 1177 | Internal Medicine | | 1178 | Kidney Diseases | | 1179 | Laboratory Medicine | | 1180 | Laparoscopic Surgery | | 1181 | Leukemia/Lymphoma | | 1182 | Lipid Disorders | | 1183 | Liver Disease | | 1184 | Long Term Ventilation | | 1185 | Long-term Care | | 1186 | Male Health | | 1187 | Maternal Child Program | | 1188 | Medical Ethics | | 1189 | Medical Imaging | | 1190 | Mental Health | | 1191 | Microbiology | | 1192 | Migraine | | 1193 | Minimally Invasive Surgery | | 1194 | Multiple Sclerosis | | 1195 | Musculoskeletal health | | 1196 | Myocardial Infarction | | 1197 | Neonatal Medicine | | 1198 | Neurogenetics | | 1199 | Neurological Disease | | 1200 | Neuromuscular Disease | | 1201 | Neurosurgery | | 1202 | Newborn Screening | | 1203 | Nosocomial Infection | | 1204 | Nursing | | 1205 | Obesity | | 1206 | Obstetrics/Gynecology | | 1207 | Occupational Disease | | 1208 | Oncology | | 1209 | Opioid Management | | 1210 | Ophthalmology | | 1211 | Orthopaedic | | 1212 | Osteoporosis/Bone Disease | | 1213 | Otolaryngology | | 1214 | Outpatients Services | | 1215 | Outreach | | 1216 | Pain and Palliative Care | | 1217 | Parkinson’s Disease | | 1218 | Patient Education | | 1219 | Patient Engagement | | 1220 | Patient Flow | | 1221 | Patient Safety | | 1222 | Patient Satisfaction | | 1223 | Patient Wait-times & The Triage System | | 1224 | Perioperative Care | | 1225 | Personalized Medicine | | 1226 | Postoperative Pain Management | | 1227 | Pre-hospital Care | | 1228 | Prevention | | 1229 | Preventive Medicine | | 1230 | Primary Care | | 1231 | Prostate Disease | | 1232 | Public Health | | 1233 | Pulmonary Disease | | 1234 | Quality Improvement | | 1235 | Radiology | | 1236 | Rehabilitation | | 1237 | Rheumatic Disease | | 1240 | Risk Management | | 1241 | Screening | | 1242 | Sexuality | | 1243 | Shared Decision-Making | | 1244 | Simulation | | 1245 | Sleep Apnea | | 1246 | Social Work | | 1247 | Spinal Cord Injury | | 1248 | Sports Medicine | | 1249 | Stroke | | 1250 | Supportive Care | | 1251 | Surgery | | 1252 | Swine Flu | | 1253 | Tech-based Treatment | | 1254 | Telemedicine | | 1255 | Thyroid Cancer | | 1256 | Transfusion medicine | | 1257 | Transitions in Care | | 1258 | Transplantation | | 1259 | Trauma | | 1260 | Tuberculosis | | 1261 | Upper Airways Disease | | 1262 | Urology | | 1263 | Vaccines | | 1264 | Vascular | | 1265 | Viral Diseases | | 1266 | Vision Care | | 1267 | Weight Gain | | 1268 | Wilderness Medicine | | 1269 | Women’s Health | | 1270 | Wound Care | | | |  |  | | --- | --- | | 2101 | Basic Science experimentation | | 2102 | Before-After Cohort Study | | 2103 | Best Practices for Lay Education | | 2104 | Case Study | | 2105 | Clinical Decision Rules | | 2106 | Clinical Practice Guideline | | 2107 | Clinical Psychopharmacology | | 2108 | Clinical Trial | | 2109 | Cohort Study | | 2110 | Crash Investigations | | 2111 | Critical Appraisal | | 2112 | Cross-Sectional Study | | 2113 | Curriculum Development | | 2114 | Delphi Survey | | 2115 | Descriptive Study | | 2116 | Diagnostics Evaluation | | 2117 | Emergent Design | | 2118 | Epidemiology | | 2119 | Ergometrics | | 2120 | Ethics | | 2121 | Evaluation | | 2122 | Evidence-Based Medicine | | 2123 | Experiment | | 2124 | Feasibility Study | | 2125 | fMRI | | 2126 | Genetics/ Next-generation Sequencing | | 2127 | Guideline Development | | 2128 | Health Care Delivery | | 2129 | Health Economics | | 2130 | Health Literacy | | 2131 | Health Policy | | 2132 | Health Services Research Applied Methods | | 2133 | Health Technology Assessment | | 2134 | Hospital-community collaboration | | 2135 | Human Factors | | 2136 | Information Technology | | 2137 | Instructional Design | | 2138 | Interprofessional Health Care | | 2139 | Interprofessional Education and Training | | 2140 | Interrupted Time Series Design | | 2141 | Intervention Study | | 2142 | Key Stakeholder Meeting | | 2143 | Knowledge Assessment | | 2144 | Knowledge Translation | | 2145 | Laboratory Analysis | | 2146 | Longitudinal Study | | 2147 | Management Sciences | | 2148 | Medical Education & Training | | 2149 | Meta Analysis | | 2150 | Mixed-methods | | 2151 | Molecular diagnostics/prognostics | | 2152 | Narrative | | 2153 | Needs Assessment | | 2154 | Observational Study | | 2155 | Outcomes Research | | 2156 | Participatory Action Research | | 2157 | Patient Education | | 2158 | Patient Workshops | | 2159 | Pilot Study | | 2160 | Pre and Post Implementation Study | | 2161 | Prognostic Test Evaluation | | 2162 | Proof-of-principle Study | | 2163 | Prospective Double Cohort | | 2164 | Prospective Observational Study | | 2165 | Prospective Randomized Controlled Trial | | 2166 | Psychology | | 2167 | Psychometrics | | 2168 | Public Education | | 2169 | Public Health | | 2170 | Qualitative Research | | 2171 | Quality and Safety | | 2172 | Quasi-experimental Single- subject AB Research Design  Across Multiple Subjects | | 2173 | Questionnaire | | 2174 | Randomized Control Trial | | 2175 | Randomized, Placebo-controlled Trial | | 2176 | Registry/Database | | 2177 | Rehabilitation | | 2178 | Retrospective Cohort | | 2179 | Scoping Review | | 2180 | Self-Assessment | | 2181 | Service Access Enhancement | | 2182 | Shared Care and Best Practice | | 2183 | Simulation | | 2184 | Single Arm Study | | 2185 | Sociology | | 2186 | Statistics, Biometrics and Econometrics | | 2187 | Surgical Simulation | | 2188 | Surveys | | 2189 | Systematic Review | | 2190 | Systematic Review of the Literature | | 2191 | Systems Development | | 2192 | Tool Development | | 2193 | Transdiagnostic Intervention | | 2194 | Transformative Pathology | | 2195 | Translational Research Trials | | 2196 | Trials | | 2197 | Usability Study | | 2198 | Video Creation | | 2199 | Web-based Tool | | | |  |  | | --- | --- | | 3101 | Advocacy | | 3102 | Better Caregiver Health | | 3103 | Change Healthcare Worker Behaviour | | 3104 | Change Patient Behaviour | | 3105 | Change Patient Care | | 3106 | Change Patient Provider Relations | | 3107 | Change Physician Behaviour | | 3108 | Change Physician-Nurse Relations | | 3109 | Change Physician-Specialist Relations | | 3110 | Change Screening/Diagnostic Practice | | 3111 | Change Team Behaviour | | 3112 | Chronic Disease Prevention and Management | | 3113 | Cost Savings | | 3114 | Create a Novel Intervention for Alzheimer’s disease | | 3115 | Create Guidelines and Best Practices | | 3116 | Creating Culture of Innovation Workplace Wellness | | 3117 | Creation of a Treatment Manual | | 3118 | Decrease Drug Use | | 3119 | Decrease Work Absence/burden of M illness | | 3120 | Determine New Treatment Paradigms | | 3121 | Develop Electronic Health Records | | 3122 | Develop Remote Acute Care | | 3123 | Develop Scalable Model of Care for Spread | | 3124 | Develop Systems of Patient Flow | | 3125 | Development of Toolkit | | 3126 | Empower Youth in their Transition into Adulthood | | 3127 | Encourage Knowledge Transfer | | 3128 | Enhance Access to Care | | 3129 | Evidence-Based Therapy | | 3130 | Expand Service capacity | | 3131 | Feasibility | | 3132 | Follow-up Large-Scale Studies | | 3133 | Geriatric Mental Health Networking | | 3134 | Identify Genetic Variants, Repeats, Deletions, and Copy Number Risk Variants to  Anorexia Nervosa re Weight Loss | | 3135 | Implement Guidelines and Best Practices | | 3136 | Improve Advance Care Planning | | 3137 | Improve Continuity of Care | | 3138 | Improve Hospital Ecosystem | | 3139 | Improve Interest in the Care of Seniors | | 3140 | Improve Medical Education | | 3141 | Improve Number of Providers in the Care of the Elderly | | 3142 | Improve Occupational Safety | | 3143 | Improve Patient Outcomes | | 3144 | Improve Patient Safety | | 3145 | Improve Patient Satisfaction | | 3146 | Improve Patient-Physician Relations | | 3147 | Improve Patient’s Quality of Decision Making | | 3148 | Improve Physician Abilities | | 3149 | Improve Quality of Care | | 3150 | Improve Quality of Life | | 3151 | Improve Resource Allocation | | 3152 | Improve Training and Training Programs | | 3153 | Improve Value for Money | | 3154 | Improved Knowledge and Skill Retention | | 3155 | Improved Pain Management | | 3156 | Improved Patient Engagement | | 3157 | Improvement in Return to Work | | 3158 | Increase Access and Service for Ethnic Minorities | | 3159 | Increase Clinical Trial Accrual | | 3160 | Increase Remote Access to Care | | 3161 | Increase Work in Aboriginal Health | | 3162 | Inform Basic Science | | 3163 | Inform the Design of Randomized Controlled Trials | | 3164 | Information Technology | | 3165 | Injury Prevention Education | | 3166 | Knowledge Translation | | 3167 | Leverage Resource | | 3168 | Medical Testing | | 3169 | Medical Treatment | | 3170 | Multimorbidity | | 3171 | Novel Therapeutic Development | | 3172 | Objective Evidence of Surgical Competence | | 3173 | Offer Better Detection Rate | | 3174 | Patient Education | | 3175 | Personalized Treatment | | 3176 | Pilot for a Large Future RCT | | 3177 | Primary Prevention | | 3178 | Promote Collaboration | | 3179 | Promote Efficient Delivery of Health Care Resources | | 3180 | Promote Greater Professionalism in r/s btw physicians and others | | 3181 | Proof of Principle to Facilitate Larger Phase 3 Studies | | 3182 | Public Education | | 3183 | Quality of Recovery | | 3184 | Reduce Decisional Conflict with Complex Medical Decision-Making | | 3185 | Reduce Side Effects | | 3186 | Reduce Work-Related Surgery | | 3187 | Response to Patient Concerns | | 3188 | Revolutionize Medical Documentation by introducing  “Document Driven Processing” | | 3189 | Short Term Clinical Outcomes | | 3190 | Standardization of Practice | | 3191 | Support Patient Self-Care | | 3192 | Support Relevant CPD | | 3193 | Surgical Skills Development | | 3194 | Target Bottlenecks in Patient Flow | | 3195 | Test a New Treatment | | 3197 | Translate Pilot Research into New Clinical Treatment | | 3198 | Translational Research Study | | 3200 | Virtual Care | | 3199 | Vision Care Policies | |