**[Insert Your Name]**

**[Insert Title]**

**[Insert Clinic Name]**

[Insert clinic name] has applied for funds from the Compass PTN: Supporting Quality in Action Initiative. If awarded, these funds will be used to reduce emergency department (ED) utilization or expand upon/develop a quality improvement project within the practice. As a leader within the practice, I will provide staff with the necessary support to successfully achieve the deliverables of the program. I understand that if awarded these funds, my support will be required throughout the entirety of the program, through June 2019. If awarded funds from the Compass PTN: Supporting Exemplar Practices initiative, my responsibilities will include:

* Providing support to the clinic team focusing on the project.
* Participation in a monthly collaborative team call.
* Supporting team attendance and participation at our state TCPi Learning Community.
* Supporting team attendance and participation at the Compass PTN Innovation Symposium in Atlanta, Georgia on June 11 – 12, 2019\*.
* Completing necessary evaluations at the end of the initiative.

\*Compass will be providing for travel expenses for 2 clinic representatives to attend this meeting.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_