



MSN and DNP Quality Improvement Project Approval Process

PROJECT DEVELOPMENT REQUIREMENT

Prior to submitting an MSN/DNP Quality Improvement Project Application, the candidate must complete the project development process in collaboration with the Professional Practice team.

This process ensures that:

- The project scope is clearly defined
- The methodology is appropriate
- Required elements of the project proposal are developed

Applications submitted prior to completion of the project development process will not be reviewed and may be returned to the applicant.

OVERVIEW

All MSN and DNP Quality Improvement (QI) projects conducted at Grady Health System require review and approval prior to project initiation.

The approval process is coordinated through Clinical Outcomes and includes unit-level, clinical, and executive review to ensure alignment with organizational priorities and feasibility.

SUBMISSION REQUIREMENTS

- MSN/DNP Quality Improvement Project Application (completed in full)
- Unit Leader Approval (signature required prior to submission)
- Supporting documentation (if applicable)

All application materials must be submitted together as a complete packet.

SUBMISSION PROCESS

Submit the completed application packet and all required documents to:

Nursing_Research@GMH.EDU

Applicants will receive confirmation and follow-up communication via email. Please ensure a valid email address is provided on the application.

APPROVAL WORKFLOW

1. Unit Leader Approval (Pre-Submission Requirement)

The applicant must obtain approval from the Unit/Department Leader where the project will be implemented. This step confirms alignment with unit priorities, feasibility within workflow and staffing, availability of resources, and leadership support for implementation.

2. Clinical Outcomes Review

Clinical Outcomes reviews the application for completeness, appropriate project classification (QI vs Research), feasibility, defined outcome measures, and alignment with organizational priorities. Applications may be approved for executive review, returned for modification, or not approved.

3. Executive Approval

Applications approved by Clinical Outcomes are routed for final authorization by the Vice President, Nursing Practice and the Chief Nursing Officer (CNO). Final approval must be obtained prior to project implementation.

IMPORTANT CONSIDERATIONS

- Plan Early: Engage key stakeholders early to support timely approval.
- Complete Submissions Only: Incomplete applications will not be reviewed.
- Requests for Additional Information: Requests for clarification or additional documentation may extend the review timeline.

CONTACT INFORMATION

For questions regarding MSN/DNP Quality Improvement Project approval, please contact Clinical Outcomes at Nursing_Research@GMH.EDU