



# ACS QVP Enrollment Checklist

This step-by-step checklist is designed to help hospitals prepare for enrollment in ACS QVP.

<p><b>1</b></p>	<p><b>Identify a Surgeon Leader</b> The Surgeon Leader will provide oversight and gather stakeholders to support the hospital's preparation and participation in the ACS QVP.</p>	<ul style="list-style-type: none"> <li>View the Surgical Quality Officer (SQO) description in the <a href="#">ACS QVP Standards Manual</a>. It is not required for this individual to meet all criteria outlined in this standard at the time of initial application.</li> <li>Watch the Quick Takes video series: <a href="#">Getting Started with QVP</a></li> </ul>
<p><b>2</b></p>	<p><b>Review the 12 ACS QVP Standards</b> Assess how the 12 standards apply across all surgical specialties at the hospital.</p>	<ul style="list-style-type: none"> <li>Reference the <a href="#">ACS QVP Standards Manual</a>.</li> <li>Watch webinar series: <a href="#">ACS QVP Standards Overview Series</a></li> </ul>
<p><b>3</b></p>	<p><b>Schedule a Webinar with ACS QVP Team</b> Gather your support team and key stakeholders to meet one-on-one with ACS QVP program staff. We will discuss the different levels of participation to help you decide what is the best fit for your hospital.</p>	<ul style="list-style-type: none"> <li>Contact ACS QVP staff at <a href="mailto:acsqvp@facs.org">acsqvp@facs.org</a> to review key tasks and responsibilities.</li> <li>Watch the Quick Takes video series: <a href="#">Focused Participation for NSQIP Hospitals</a></li> </ul>
<p><b>4</b></p>	<p><b>Submit an Application through the ACS QVP Website</b> To begin the process, complete an application through the ACS QVP website. Once your application is approved, you will receive a participation agreement and invoice*. <small>*Doesn't apply to NSQIP participants pursuing ACS QVP Focused Verification.</small></p>	<ul style="list-style-type: none"> <li>Submit an <a href="#">online application</a>.</li> <li>Watch the Quick Takes video series: <a href="#">ACS QVP Verification Process 5 Step Overview</a></li> </ul>
<p><b>5</b></p>	<p><b>Complete the Site Profile in QPort</b> The site profile collects hospital demographic information, such as the number of beds and clinical service areas within your hospital.</p>	<ul style="list-style-type: none"> <li>Information collected in the Site Profile will be used to customize the verification process to your hospital.</li> </ul>

**→ You Are Ready to Begin the Verification Process!**