

Application Process and Deadlines

- Please complete the application form (page 2) and return to AIM_Communications@cchmc.org.
- **The application deadline is April 10, 2025.**
- Applications received after the deadline will be considered based on availability.
- **Participants will be notified of their acceptance by May 16, 2025.**

Expectations of Participants

- Completion of previous quality improvement projects.
- Have read and used *The Improvement Guide: A Practical Approach to Enhancing Organizational Performance* prior to the first workshop.
- Develop a working knowledge of the information contained in *Quality Improvement through Planned Experimentation* during the course.
- Skill in Microsoft Excel required.
- Report on an improvement project and related assignments due at each workshop and conference call.
- Collaborative learning and active participation in the program in the spirit of “All Teach, All Learn.”
- The reading and review of a book related to systems improvement.
- Submission of project findings for publication.
- As an attendee, I authorize the Leadership Academy to use the following personal information: (1) my picture; including photographic, motion picture, and electronic (video) images. (2) my voice; including sound and video recordings. If you are not comfortable authorizing use of the above, please do not pose for group photos & contact AIM_Communications@cchmc.org as soon as possible.
- **Full participation in all events (including conference calls) over the course of the program.**

Additional Information

Display Ports: Throughout the course we will be displaying work on participant’s laptops. If you are a MAC user or do not have a VGA connection on your laptop, please bring the appropriate adaptor (i.e. display port, HDMI or mini HDMI plug).

AIM Class 20 Dates

Workshops:

Date	Location
September 4 & 5, 2025	*Cincinnati, OH
December 4 & 5, 2025	*Cincinnati, OH
March 12 & 13, 2026	*Cincinnati, OH
May 7 & 8, 2026	*Cincinnati, OH

*Cincinnati Children’s Hospital Medical Center

Day One: 8am to 5:30pm (EST) • Day Two: 8am to 2:30pm (EST)

Mini-Workshops

Date
October 10, 2025
November 7, 2025
January 14, 2026
February 13, 2026
April 10, 2026

Conference Calls run from 1:30 to 3:00pm (EST)

Course Fees:

- There is a \$8500 fee
- Invoices will be sent once accepted. Failure to pay the invoice within 45 days of receipt may result in removal from course.

This fee includes:

- Four two-day sessions and five conference calls
- All program materials, tools, & textbook (*Quality Improvement through Planned Experimentation*)
- Breakfast and lunch during each session
- Basic SPC excel-based software (PC only, does not run on Mac)

Contact Information:

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