## ACS QVP Enrollment Checklist

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

### 1. Identify a Surgeon Leader

The Surgeon Leader will provide oversight and gather stakeholders to support the hospital’s preparation and participation in the ACS QVP.

- View the Surgical Quality Officer (SQO) description in the ACS QVP Standards Manual. It is not required for this individual to meet all criteria outlined in this standard at the time of initial application.
- Watch the Quick Takes video series: Getting Started with QVP

### 2. Review the 12 ACS QVP Standards

Assess how the 12 standards apply across all surgical specialties at the hospital.

- Reference the ACS QVP Standards Manual.
- Watch webinar series: ACS QVP Standards Overview Series

### 3. Schedule a Webinar with ACS QVP Team

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.

- Contact ACS QVP staff at acsqvp@facs.org to review key tasks and responsibilities.
- Watch the Quick Takes video series: Focused Participation for NSQIP Hospitals

### 4. Submit an Application through the ACS QVP Website

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*.

* Doesn’t apply to NSQIP participants pursuing ACS QVP Focused Verification.

- Submit an online application.
- Watch the Quick Takes video series: ACS QVP Verification Process 5 Step Overview

### 5. Complete the Site Profile in QPort

The site profile collects hospital demographic information, such as the number of beds and clinical service areas within your hospital.

- Information collected in the Site Profile will be used to customize the verification process to your hospital.

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You Are Ready to Begin the Verification Process!