

READINESS CHECKLIST

The AAACE Diabetes Center of Excellence designation recognizes international (non-US based) institutions that demonstrate leadership, measurable outcomes, and excellence in diabetes care. Use this self-assessment to determine your readiness to submit a preapplication.

Go to <http://pro.aace.com/quality/center-of-excellence> for more detailed information about AAACE's standards, processes, timeline, and fee structure, or contact centerofexcellence@aace.com with additional questions.

Can your organization provide:	Yes	In progress	No
<p>A. An overview and summary of your institution/department with data such as:</p> <ul style="list-style-type: none"> • Approximate monthly patient volume • Percentage of adult patients with diabetes • Number of endocrinologists and other health care professionals in the endocrine care team on staff • Technology infrastructure used in support of patient care (e.g., Electronic Health Record System, patient portal, apps, etc.)? 			
B. A signed letter of institutional commitment indicating that the organization will provide the needed resources to meet and maintain the AAACE Diabetes Center of Excellence Standards? (L1)			
C. An organizational chart and a description of the structure that explains the endocrinology department/ clinic/practice and any relationship to a hospital or system in which it functions? (L1)			
D. Documentation of adoption of evidence-based clinical guidance used to support care of adult patients with diabetes? (L2)			
E. A copy of the evidence-based clinical guidance used to support care of adult patients with diabetes that align with AAACE's Diabetes Standards of Care Principles?			
Does your organization have:	Yes	In progress	No
A. A Center of Excellence endocrinologist-led committee/workgroup that is multidisciplinary and/or interprofessional? (L2)			
B. A Center of Excellence leadership committee/workgroup, with the majority of the endocrinologists (as defined by AAACE's FACE committee (https://pro.aace.com/membership/distinguish-your-self-earn-face-designation) being current AAACE members? (L2)			
C. At least one non-endocrinologist group member that is a current AAACE member on your Diabetes Center of Excellence leadership committee/workgroup? (L2)			
D. At least one endocrinologist member on the Diabetes Center of Excellence leadership committee/work group that has current FACE status, or a committed attestation they are working towards this status? (L2)			
E. Plans for your Diabetes Center of Excellence leadership committee/ workgroup to meet on a regular basis with active participation of endocrinologists and other endocrine team members in leadership efforts? (L2)			
F. A Quality Improvement (QI) team that will manage your QI efforts? (Q1)			
G. A process to engage the QI team in QI efforts? (Q2)			
H. A system that can be used to collect and store data on clinician/practitioner performance and their patients' health status and outcomes? (Q3)			
I. A process that can be used to collect, store, and access data that will be used in QI? (Q3)			
J. A Quality Improvement framework(s) that drives QI efforts? (Q4)			
K. Past QI efforts and materials that can be used to support future QI efforts? (Q4)			

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Does your organization...	Yes	In progress	No
A. Require all Diabetes Center of Excellence endocrinologists to participate in professional society and/or academic continuing education programs via international/national/regional conferences at a minimum of once per year (in-person, preferred, as available)? NOTE: AACE designated/sponsored programs, as available, are preferred. (E1)			
B. Facilitate and support endocrine care team members' involvement/ participation in educational offerings that help address areas of need identified through QI efforts? (E2)			
C. Provide center-specific educational programming based on the needs of the endocrine care team? (E3)			
D. Provide a mentoring program/process to help support endocrine care team members' improvement goals? (E4)			

- If your organization answers “Yes” to most items, you may be ready to submit a preapplication.
- If several areas are “In progress,” consider strengthening those domains before submitting a preapplication.