



Example of Application Scoring Guide Used by DoD Reviewers

Evaluation criteria has been developed and assigned weights for the questions in the DoD Patient Safety Award Application. These criteria and weights have been incorporated into the scoring tool. The evaluation criteria describe what should be in place to meet basic expectations and are scored on a scale from 1-5:

5 – Response demonstrates excellence and indicates that the organization significantly exceeds normal expectations for the criteria. Strong supporting evidence and analysis are provided

4 –Response demonstrates that the organization has gone above and beyond the basic expectations outlined in the evaluation criteria. Supporting evidence and analysis are provided.

3 –Response demonstrates competence and meets the basic expectations indicated in the evaluation criteria.

2 – Response falls short of some of the basic expectations listed in the evaluation criteria. All criteria components are present but significant gaps or weaknesses are identified.

1 – The response does not meet the minimal expectations indicated by the evaluation criteria. Some criteria components were not included.

Each score will be multiplied by the appropriate weight to obtain the item score. The final score will be the sum of all the individual weighted scores.

Criteria Point Weight X Criteria Score (1-5) = Total Points

An example scoring sheet used by the evaluators is seen below.



Patient Safety Award Scoring Sheet - 2011

Facility:

Project:

Contact:

Evaluator:

Evaluation Criteria	Criteria Point Weight	Criteria Score (1-5)	Total Points
Abstract			
<p>The abstract clearly and briefly states:</p> <ul style="list-style-type: none"> • Background • Objective of the initiative • Methods • Results • Conclusion 	10		
Design/Methods			
<p>Description of:</p> <ul style="list-style-type: none"> • Initiative • Design • Implementation • Resources utilized • Performance Measurement <ul style="list-style-type: none"> • Measures/Tools Used • Data Collection Method • Amount of / Source of Data Collected • Length of initiative/study 	20		



Results				
	Describe: <ul style="list-style-type: none"> • Impact of initiative/study • How data was analyzed • Provide data tables/graphs • Achievement of Objective • Obstacles/Resistance 	20		
	Interpretation of the performance measure data is consistent with recognized principles of data analysis. <ul style="list-style-type: none"> • Data must be summarized in a format that can be easily understood • Conclusions drawn from the analysis were based on, and supported by the data. 	20		

Conclusion				
	<ul style="list-style-type: none"> • Did you meet the objective(s) of the initiative? Explain. • Considers overall practical usefulness of the intervention demonstrated locally and types of settings in which this intervention is most likely to be effective. • Suggest implications of this report for further studies of improvement interventions. 			
		15		
	The initiative demonstrates sustainability over time and has been integrated into the daily activities of the organization. <ul style="list-style-type: none"> • Improvement has been sustained over time The initiative demonstrates a potential to be replicated across the MHS <ul style="list-style-type: none"> • Initiative has the potential to be reproduced in other organization or other areas within the organization 	15		
	Total Score			



Feedback: