

Equity Charter Guidance Document

Illinois hospitals are redoubling efforts to eliminate health disparities guided by the four pillars of racial equity in healthcare: Our People, Our Organization, Our Patients and Our Community. Focus areas are provided under each pillar to be considered for the improvement work documented in your equity charter.

Pillars

Our People

Our Organization

Our Patients

Our Community

Organizational Demographics

Training

Focus Areas

Board Diversity

Cultural Responsiveness Training

Racial Equity Inclusion in the Strategic Plan

Collection, Auditing and Integration of REaL Data

Supplier Diversity

Senior Leadership Diversity

Anti-Racism Behavior Training

Anti-Racism Inclusion in the Strategic Plan

Collection, Auditing and Integration of SOGI Data

Local Purchasing

Patient Facing Staff Diversity

Implicit and Explicit Bias Reduction Training

Community Engagement in the Strategic plan

Collection, Auditing and Integration of SDoH Data

Local Hiring and Pathways

Other

Other

Measuring Employee Engagement and Feelings of Inclusion Stratified by REaL Data

Interpretation Services

Community Investment

Policy Focus on Patient Access, Rights and Payment

Access to Care

Multidisciplinary Action Planning

Policy Focus on Employee Recruitment, Promotion, Retention, Compensation and Benefits

Demographic Data Quality Audit

Partnering with CBOs on Disparity Projects

Policy Focus on Contracting and Purchasing

Stratifying Health Outcomes by Race

Other

Pay Equity Analysis

Patient Experience Data

Other

Patient Engagement

Charity Care

Other

Charter Terminology

This document defines important terms found throughout IHA's Improvement Action Network (IAN) materials, including the Equity Charter (see page 3). It is IHA's hope that defining this terminology will foster better collaboration between your team members as your organization works to define its racial equity goals and create its Equity Charter.

- **Focus Area:** Determined by your institution, the focus area, defines a specific and actionable direction of change for your organization for a particular composite metric.
- **Aim Statement:** An institution's overall goal within a focus area that works towards their health equity vision. Your aim statement must be inclusive of a defined population, goal, time expectation, location and guidance/ownership.
- **Outcome Measures:** An institution's ideal result specifically relating to their aim statement. The outcome measure will be easily measurable and tracks progress made toward the aim statement.
- **Process Measures:** Measures to document steps your organization is taking to improve in a specific focus area. These process measures lead to achieving the institution's desired outcomes.
- **Change Idea:** As part of the implementation plan, a change idea is an actionable, specific idea for changing a process within your institution. Institutions can test ideas to determine whether they will result in improvement and will often revise them as a result of these tests. The specific actions you will take to drive change and achieve the goal defined in your aim statement.
- **Supports:** Assets currently available within your organization to implement/achieve your change ideas, outcome/process metric goals, and aim statement.
- **Barriers:** Obstacles within your organization that must be addressed or taken into account before you can implement or achieve your change ideas, outcome/process metric goals, and aim statement.
- **In-Scope:** Work that is defined as the responsibility of the team to complete.
- **Out of Scope:** Work that may relate to the focus area or aim statement, but that is not defined to be the responsibility of the team to complete.
- **Executive Sponsors:** Required senior or executive leadership in charge of racial equity vision with decision-making responsibilities.
- **Team Members:** Those in charge of implementing the change ideas outlined in this Charter, tracking progress made, and making the required future improvements to achieve the Charter's outcome measures and aim statement.
- **Ad-hoc Stakeholders:** Additional stakeholders that can be included in the process to implement change ideas. Examples include patient advisory boards, community-based organizations, community members, department heads, human resource teams, etc.

Equity Charter

This project charter clarifies expectations among the team and establishes the project's aim, measures, goals, change ideas, scope, stakeholders and the process that will be used to monitor and report progress.

Pillar _____ Focus Area _____

What are we trying to accomplish?

Aim Statement:

How are we going to measure this?

Outcome Measures	Current	Target
Process Measures	Current	Target

What changes will we make?

Change Ideas

Supports

Barriers

Scope

In-Scope

Out of Scope

Process for Monitoring and Reporting Progress

Tracking tool(s): How are you going to track and measure progress?

Reporting: How will progress be reported and reviewed with stakeholders?

Team

Executive Sponsors

Team Members

Ad-Hoc Stakeholders