



December xx, 2014

Memorandum (Please fill out and submit by January 9, 2015)

TO: Aline Holmes DNP, MSN, RN Senior Vice President, Clinical Affairs
Director, NJHA Institute for Quality and Patient Safety
(aholmes@njha.com) or fax at (609) 275-4249

FROM: Hospital CEO's name and title

SUBJECT: Hospital Commitment Letter
Request to Participate in the 2015 New Jersey Sepsis Learning- Action Collaborative

We have received the information provided by the New Jersey Hospital Association about the 2015 New Jersey Sepsis Learning- Action Collaborative. We would like to participate in this unique opportunity for New Jersey hospitals to collaborate to improve severe sepsis mortality for New Jersey patients. As an organization, we commit to providing appropriate time and resources for our team to participate in all collaborative webinars, in-person conferences, team meetings and data collection activities.

Step 1. Sign and return this CEO Commitment letter.

Step 2. Click <https://www.surveymonkey.com/s/Sepsis2015> to complete the online team registration.

Step 3. Once registered you will receive information about the January Kick-Off Webinar.

Hospital name:
Hospital CEO name:
Hospital's sepsis team leader:
Sepsis team leader's e-mail address, title, and direct phone:

Sincerely,

(Signature of authorizing hospital executive)