

## Supplemental File 2

### Hospital CEO Commitment Letter Example

June 16, 2014

Leslie Curry, PhD, MPH  
Principal Investigator, Leadership Saves Lives  
2 Whitney Avenue, Suite 400  
New Haven, CT 06510

#### Re: Letter of commitment to participate in Leadership Saves Lives

Dear Leslie:

We are writing to confirm our commitment to participate in Leadership Saves Lives (LSL), a two-year study to reduce AMI mortality through leadership development and organizational culture change. Specifically, we commit to the following:

- We will participate in three annual meetings over a two-year intervention period, including the launch on June 25-27, 2014 in Atlanta, Georgia. We will identify four representatives from our hospital to attend these meetings (physician champion, nurse champion, a senior quality improvement representative, and the CEO or other administrative lead).
- We will participate in two on-site hospital workshops per year. These workshops will include the senior team that participates in the annual meetings, as well as front line staff from a variety of disciplines involved in care for patients with AMI, a total of 12-15 people. Each workshop will consist of three sessions, 2.5 hours in length, to be conducted over 1-2 days. We will make this team available for these sessions and the subsequent quality improvement and culture change efforts.
- We will participate in the evaluation of the LSL program. This will include allowing key interactions at our hospital to be observed by a research team (i.e. observing rounds on patients with AMI, observing culture in the patient care units) and allowing the team of 12-15 people to be interviewed and surveyed annually. The observations and interviews will occur 2 days prior to each hospital workshop. We expect that the research team will treat all of the resulting data with respect, maintaining confidentiality and only sharing the research findings in summary form (i.e., combined with other hospital results and not identified as coming from our specific hospital).

X hospital is excited to participate in this study. We look forward to our institution's growth in the areas of leadership, organizational culture, and the ultimate goal of reduced AMI mortality rates. We are also enthusiastic about the opportunity to contribute to the scientific evidence on how organizational culture and leadership impact service quality.

Sincerely,

[INSERT SIGNATURES, NAMES, TITLES AND ADDRESS HERE]