

# AMGA Survey Registration Form

**This form is to be used for registering your medical group or clinic for AMGA's Patient Satisfaction Survey, Provider Satisfaction Survey, and Employee Satisfaction and Engagement Survey. The first page of the form must be completed each time your clinic intends to participate in an AMGA survey. The remainder of the form provides needed background and descriptive information on your medical group or clinic but only needs to be completed once a year. Please complete the form and fax it to either David Cosentino at (703) 229-4129, or Mark Miller or Mark Babey at (703) 548-1890. Thank you for participating in our surveys!**

Medical Group/Clinic: \_\_\_\_\_

Mailing address of group/clinic: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of person filling out survey: \_\_\_\_\_

Title of person filling out survey: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Today's date: \_\_\_\_\_

Check the survey(s) for which your group/clinic is registering:

- Patient Satisfaction Survey
- Provider Satisfaction Survey
- Employee Satisfaction and Engagement Survey

If registering for the Provider Satisfaction Survey, does your group/clinic wish to use:

- Paper surveys
- AMGA's web-based survey tool

Please note: Groups/clinics registering for the Provider Satisfaction Survey <i>cannot</i> use <i>both</i> paper surveys <i>and</i> the web-based survey.
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Indicate the survey period(s) for which your group/clinic is registering (e.g., "Winter 2010 Provider Satisfaction Survey"): \_\_\_\_\_

**The questions on the following pages only need to be completed once a year. If you have answered them in the past year, STOP and fax just this page to AMGA. If you are unsure whether you have completed these questions in the last year, call David Cosentino at (703) 236-9093, Mark Babey at (703) 838-0033 (x337), or Mark Miller at (703) 838-0033 (x363).**

1. Which of the following best describes the type of practice that characterizes your group/clinic:  Multispecialty     Single specialty     Primary care  
 Integrated Health System     IPA
  
2. Ownership of group/clinic:  Physicians  
 Hospital  
 All others (insurance/MCO, university/med school, etc.)
  
3. Number of FTE employees at group/clinic: \_\_\_\_\_ Physicians  
\_\_\_\_\_ All others (e.g., psychologists, dieticians)
  
4. Total number of FTE employees at group/clinic (including administration, employees, support staff, and others): \_\_\_\_\_
  
5. Does your group/clinic use an electronic medical record?
  - Yes, all employees have access
  - Yes, only some employees have access
  - No, but we are planning to have one available
  - No, and we have no plans to implement one
  
6. How does your group/clinic use (or plan to use) data from the **Patient Satisfaction Survey**?  
(Select all that apply)
  - To design and implement training/education programs
  - For designing (or redesigning) jobs, work flows, or how tools/equipment are used
  - For designing (or redesigning) the physical layout/structure of our group/clinic
  - As an input into employee compensation decisions
  - As a tool to measure the performance of different departments, group/clinic sites, or individual employees
  - As a component of our overall group/clinic planning process
  - As a way to stimulate change in our group's/clinic's culture
  - As a feedback tool, so that group/clinic leaders/managers and individual employees can better understand the needs and perceptions of our patients
  - For research
  - As a means to improve employee-patient relationships
  - Other: \_\_\_\_\_
  - Our group/clinic doesn't participate in AMGA's Patient Satisfaction Survey

7. How does your group/clinic use (or plan to use) data from the **Provider Satisfaction Survey**?  
(Check all that apply)

- To design and implement training/education programs
- For designing (or redesigning) jobs, work flows, or how tools/equipment are used
- For designing (or redesigning) the physical layout/structure of our group/clinic
- As an input into decisions affecting the compensation of group/clinic leaders/managers
- As a tool to measure the performance of different departments, group/clinic sites, or group/clinic managers/leaders
- As a component of our overall group/clinic planning process
- As a way to stimulate change in our group's/clinic's culture
- As a feedback tool, so that group/clinic leaders and managers can better understand the perceptions and needs of group/clinic providers
- As a feedback tool, so that group/clinic providers can better understand the needs and perceptions of their colleagues
- For research
- Other: \_\_\_\_\_
- Our group/clinic doesn't participate in AMGA's Provider Satisfaction Survey

8. How does your group/clinic use (or plan to use) data from the **Employee Satisfaction and Engagement Survey**? (Check all that apply)

- To design and implement training/education programs
- For designing (or redesigning) jobs, work flows, or how tools/equipment are used
- For designing (or redesigning) the physical layout/structure of our group/clinic
- As an input into decisions affecting the compensation of group/clinic leaders/managers
- As a tool to measure the performance of different departments, group/clinic sites, or group/clinic managers/leaders
- As a component of our overall group/clinic planning process
- As a way to stimulate change in our group's/clinic's culture
- As a feedback tool, so that group/clinic leaders and managers can better understand the perceptions and needs of group/clinic employees
- As a feedback tool, so that group/clinic employees can better understand the needs and perceptions of their colleagues
- For research
- Other: \_\_\_\_\_
- Our group/clinic doesn't participate in AMGA's Employee Satisfaction and Engagement Survey