TASKS AND TIMEFRAMES

Vocational Services

Overall deadline is May 1, 2006

A. Review vocational services plan submitted to the Court Master on 11/18/05

- Complete review by March 5, 2006

B. Develop program requirements for inclusion in an RFP
Develop evaluation criteria for selection of proposals in response to above RFP

- On March 16 and 17, meet with Roberta Hurley in Maine and confer with providers, clients and representatives of DHHS and DVR;
- Draft program requirements, evaluation criteria and other relevant recommendations by April 1;
- Submit draft to DHHS for review/comment by April 3;
- Finalize recommendations and submit to DHHS by April 30, 2006.

Hospital Beds

Overall deadline is April 1, 2006.

A. Prepare a report to the Commissioner advising as to the need for additional beds at Riverview.

- Confer with interested parties (i.e., committee members; jails; hospitals; providers of community residential, crisis, and other supports; Superintendents of Riverview and Dorothy Dix Hospitals; DHHS staff; consumers; Court Master and plaintiffs attorneys). Complete discussions by March 20;
- Analyze admission process/data at Riverview by March 20;
- Analyze discharge process/data at Riverview and obstacles to community placement by March 20;
- Analyze community resource availability by March 20;
- Prepare draft recommendations by March 25;
- Revise recommendations as needed and submit report by April 1, 2006.

Continuity of Care

Overall deadline is June 30, 2006.

A. Prepare recommendations for policies and procedures regarding the use of both community and hospital resources in order to ensure continuity of care.

- Confer with interested parties (see above);
- Analyze provision of crisis services and use of ERs;
- Analyze transition of client between providers;
- Analyze discharge processes at state psychiatric hospitals and community hospitals and identify barriers to timely discharge;
- Analyze sufficiency of resources needed for continuity of care

Complete above tasks no later than May 15, 2006.

- Prepare draft of recommendations no later than June 1, 2006.
- Disseminate draft for discussion by June 6, 2006.
- Revise draft as needed by June 25, 2006.
- Submit final draft to DHHS by June 30, 2006.