

**Subcommittee: Evaluation**

**Date: May 27, 2015**

**Time: 3:00 to 5:00 pm**

**35 Anthony Avenue, Augusta, ME** 04333

**Co-Chairs**: Amy Wagner (DHHS/OCQI); Kathy Woods (Lewin)

**Core Member Attendance:** Poppy Arford (Consumer), Peter Kraut (DHHS/MaineCare), Jay Yoe (DHHS/OCQI), Andrew MacLean (Maine Medical Association), Peter Flotten (MeHMC), Cindy Seekins (Parent of Consumer), Jim Leonard (DHHS/MaineCare), Debra Wigand (Maine CDC), Angela Cole Westhoff (Maine Osteopathic Association), Sadel Davis (UPC of ME), Katherine Pelletreau (ME Assoc. of Health Plans), Lisa Letourneau (QC), Amy Dix (Office of MaineCare Services)

**Interested Parties & Guests**: Jessica Newman (Lewin), Andy Paradis (Lewin), Jade Christie-Maples (Lewin), Scott Good (Crescendo Consulting), Brian Robertson (Market Decisions), Randal Chenard (SIM)

**Unable to attend**: Simonne Maline (Consumer), Sheryl Peavey (DHHS/Commissioner’s Office), Shaun Alfreds (Health Infonet)

| **Topics** | **Lead** | **Notes** | **Actions/Decisions** |
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| 1. **Welcome & Introductions, Goals of meeting**
 | **Wagner****Woods** | * Provide a status update on SIM Self-Evaluation provider, key stakeholder, and consumer interviews
* Present the latest iteration of the SIM dashboard and provide an update regarding target setting
* Inform the committee regarding evaluations for the Community Health Worker (CHW) pilot & the National Diabetes Prevention Program (NDPP).
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| 1. **Review and Approve April 22, 2015 Meeting Minutes**
 | **Wagner** | * It was recommended that the notes regarding how the 90th percentile columns are distinguished be further clarified to note the difference between commercial, MaineCare and Medicare in the Core Metrics Discussion Section.
* With the above changes to be included, the minutes from April 22nd were approved unanimously.
 | * Minutes amended
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| 1. **Status update: Provider and Key Stakeholder Interviews**
 | **Good** | * Significant progress continues on the provider and key stakeholder interview process. All target groups have been highly responsive and interviews are 91% complete.
* Interviewees continue to provide very granular feedback on their experiences, including how implementation has progressed, how best practices are targeted, and what does and does not work based on their experience.
* The subcommittee discussed that through final data analysis, it will be beneficial to analyze how response rates across different PCMH/Health Home cohorts
* The committee also agreed that once data is ready for preliminary review, meetings should be scheduled with key stakeholders in order to finalize the communication plan to provide this feedback and connect it to ongoing process improvement and best practices implementation.
 | * Crescendo will provide another status update during the June Evaluation Committee meeting, and may include additional information regarding rapid cycle, “actionable” improvement opportunities
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| 1. **Status update: Consumer Interviews**
 | **Robertson** | * Progress on consumer interviews is also being made, with over 1100 interviews completed to date. It is anticipated that the final completion rate will exceed the goal of 1500.
* Market Decisions is distributing mailed surveys in an effort to reach consumers in the sample that do not have valid phone numbers documented. Surveys are being mailed before the end of May 2015.
* The analytics plan for the consumer survey is currently under development.
 | * Market Decisions will provide another status update to the Evaluation Committee during the June meeting including preliminary analysis of the data and may include additional information regarding rapid cycle, “actionable” improvement opportunities
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| 1. **Update on Dashboard, Preliminary Data Analysis, & Next Steps for Target Setting**
 | **Yoe****Paradis** | * Lewin and OCQI have been working together to vet the Maine SIM Core Metrics.
* Now that the benchmarks have been calculated for MaineCare populations, targets must be identified.
* Committee members stressed the need to establish aspirational yet realistic targets
* A small group will likely be convened prior to the June monthly meeting to discuss risk adjustment and targets in more detail.
 | * Lewin and OCQI will organize a small group meeting to review risk adjustment and target setting in more detail.
* Lewin will assist to develop a more comprehensive communication plan and related materials for various audiences regarding the purpose, methodology, and content of the dashboard, the target setting process & how targets will be used as part of the evaluation.
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| 1. **Next Steps for the Research Collaborative**
 | **Yoe** | * Due to time constraints, this topic was not discussed during the meeting.
 | * Lewin and OCQI will follow up prior to the next monthly meeting with details of next steps.
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| 1. **Evaluation Process for Community Health Worker (CHW) and National Diabetes Prevention Programs (NDPP)**
 | **Wigand** | * The evaluation of these efforts is being performed by John Snow Inc. (JSI) in coordination with OCQI and Lewin.
* CHWI Evaluation objectives:
	+ Evaluation of four CHW Pilot Projects: project steps, tasks, barriers, solutions, and successes.
	+ Capacity-Building Evaluation of CHW Initiative: assess sustainable capacity to support CHWs in Maine (CHW and supervisor training, certification, hiring, and reimbursement.)
* NDPP Evaluation objectives
	+ Process evaluation that captures projects steps, tasks, barriers, solutions, and successes through the project period (October 2013 – September 2016).
	+ Formative evaluation to document and support learning and information from the partners/organizations engaged throughout the project period. The formative evaluation will guide strategy development for payment test for SIM Years 2 & 3.
* A stakeholder workgroup has been engaged to define the evaluation questions.
* The CHW/NDPP evaluation plan is to be finalized in June 2015.
 | * Debra Wigand will provide periodic updates to the committee regarding the status of the CHW and NDPP evaluations;
* Kathy Woods will share the provider and stakeholder interview tools developed via this committee with JSI.
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| 1. **Risk Identification & Discussion**
 | **Committee** | * Due to time constraints, this topic was not discussed during the meeting.
 | * Risks previously identified at the April 22, 2015 meeting will be further vetted at the next meeting in June
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| 1. **Next Steps**
 | **Wagner****Woods** | * Next Meeting

June 24, 2015, 3-5 pm Conference room A35 Anthony Avenue, Augusta * Future Discussion Topics
	+ Update regarding dashboard & risk adjustment
	+ Sustainable Research Collaborative
	+ Status Update of the Self-Evaluation Provider, Stakeholder, & Consumer interview process & early findings when available
	+ Follow up on identified risks as necessary
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| 1. **Time for Public Comment**
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| 1. **Adjourn**
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**Next Meeting: Wednesday, June 24, 2015**

**Conference Room A, 35 Anthony Avenue, Augusta, Maine Please NOTE- this is a FRAGRANCE FREE building**

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| **Workgroup Risks Tracking** |
| **Date** | **Risk Definition** | **Mitigation Options** | **Pros/Cons** | **Assigned To** |
| 4/22/2015 | Delays in access to Medicare data |  |  | **Kathy Woods, Amy Wagner** |
| 4/22/2015 | Lack of access to clinical data for evaluation analysis purposes |  |  | **Kathy Woods, Amy Wagner** |
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| **Dependencies Tracking** |
| **Payment Reform** | **Data Infrastructure** | **Delivery System Reform** | **Other** |
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