**The Maine State Innovation Model Sub-Committees**

**General Information and Program Requirements**

The Maine State Innovation Model Sub-Committees are a critical piece of the SIM Governance structure, as illustrated below:

***General Sub-Committee Accountabilities***

1. Inform, advise, and recommend how work from each State Innovation Model partner aligned to sub-committee should proceed
2. Inform and advise on the approach to achieve the deliverables associated with each subcommittee’s scope and bring updates to the Steering Committee, as appropriate
3. Identify and escalate sub-committee risks and issues to the Steering Committee through the Sub-Committee chair

***General Accountabilities of Sub-Committee Chairs***

1. Manage the collaboration required between sub-committee members and entities who are executing the SIM deliverables, to ensure achievement of sub-committee objectives
2. Leverage insights from sub-committee membership in delivery approach to maximize solution effectiveness
3. Manage and facilitate the work of the sub-committee, which includes but is not limited to, ensuring collaboration and coordination of all work identified in sub-committee scope, tracking dependencies, escalating issues and risks, and reporting progress through SIM Governance structure.
4. Ensure effective meetings and engagement of sub-committee members, with goal of retaining full membership in subcommittee through course of SIM award.
5. Manage overall composition of sub-committee, ensuring required minimum membership is maintained

***Identification of Sub-Committee Members***

* Maine SIM Steering Committee will validate and accept key stakeholders for each sub-committee (“Core Members”) representing critical constituencies needed to advise on each sub-committee topic area
* Core sub-committee members shall be appointed and asked to serve for the full period of the State Innovation Model award.
* Sub-committee Core Members are asked to assume a critical role, with attendance and full engagement expected at all sub-committee meetings
* Other interested parties may join sub-committees as “Non-Core Members”, and are invited to attend, but their presence is not required for all sub-committee meetings and activities

***General Accountabilities of Sub-Committee Members***

1. Serve as a liaison to State programs, committees, and organizations to ensure proactive communication of SIM initiatives.
2. Provide expertise and input on SIM activities as appropriate.
3. Engage fully in sub-committee meetings and activities, as identified by the chair.

***SIM Sub-Committee Program Requirements, managed by Sub-Committee*** ***Chair***

* Develop and manage sub-committee work scope, timeframes, dependencies, issues and risks.  Sub-committee reports must be provided to the Program Director as required to support the management of the overall integrated SIM plan
* Identify and create awareness of dependencies and cross sub-committee collaboration needs; support the same as identified by other sub-committees
* Maintain an issue and risk log and provide to Program Director as required, which will roll up to an overall SIM issue and risk log
* Escalate appropriate issues and risks identified in risk/issue logs to the Steering Committee through the Program Director. Each risk/issue must have the following attributes:
  + A clear definition of the risk/issue
  + Defined options to address and resolve the risk/issue, including pros/cons associated with each
  + A recommended option
* Prepare and provide sub-committee status report to the Program Director on a monthly basis
* Facilitate sub-committee meetings on a monthly basis, at minimum, documenting meeting outcomes and providing record to SIM Program Director as required
* Meet with SIM Program Director as required to ensure sub-committee coordination

**Sub-Committee Charge and Member Composition Requirements**

The three sub-committees are organized to support work that will test the Maine Innovation Model Hypothesis:

*By providing a cohesive, streamlined framework for health care reform and innovation that includes fostering engaged consumers and communities, transforming delivery systems to support accountable and integrated patient-centered primary care, and aligning public and private payment, accountability, quality and data infrastructure, Maine will realize improved quality of care and service while positively impacting health outcomes, population health and cost.*

**Payment Reform**

*Chaired and Managed by the Maine Health Management Coalition*

***Sub-Committee Charge:***  The SIM Subcommittee on Payment Reform will provide guidance and oversight to those aspects of Maine’s State Innovation Model project that support the development and alignment of new payment models; the subcommittee will also assist in ensuring the coordination of the range of SIM-sponsored efforts that impact payment reform. Specifically, the Payment Reform subcommittee will help guide the SIM work related to value based insurance design; work around the identification and reporting of total cost of care, including behavioral health care; an Accountable Care Organization learning collaborative facilitated by the Maine Health Management Coalition; and the development and implementation of alternative, innovative payment models. The subcommittee will develop consensus on core measures sets for ACO performance and will assist in guiding the claims based analytics and performance measures used for public and provider reporting, including payment reform.  This subcommittee will also be concerned with efforts to educate and engage the public around issues related to payment reform in Maine.

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| Government | Provider/Payer | Community |
| Office of MaineCare Services\* | Hospital System Reps (3)\* | Purchasers (3)\* (must include Maine Health Management Coalition and non-MHMC members) |
| Center for Disease Control | Primary Care Practice/Specialty Practice Reps\* | Maine Quality Counts Representative |
| Bureau Of Insurance | Behavioral Health\* | Consumer/Advocacy\* |
| Governor’s Office | Long Term Care Provider | Health Info Net Representative\* |
| Legislators | Health Plan Representation (invite all plans (5) )\* |  |
| Medicare/Center for Medicare Services |  |  |
| Quality Improvement Office |  |  |

\*Core Members

**Delivery System Reform**

*Chaired and Managed by Maine Quality Counts*

***Sub-Committee Charge:***  The Maine SIM Delivery System Reform Sub-Committee advises on SIM activities related to the scope of delivery system improvements, ensuring that the SIM governance structure is informed on best practices and approaches to accomplish the SIM mission and vision, and identify key dependencies from the SIM Subcommittees for Payment Reform and Data and Analytics Infrastructure. The SIM Delivery System Reform Sub-Committee will ensure the coordination and comprehensiveness of key system delivery reform deliverables including, but not limited to, the Learning Collaboratives for Primary Care and Behavioral Health, initiatives for Workforce Development, and supportive services provided through public health and community entities,  in order to  accomplish the strategic objective to “*support accountable and integrated patient-centered primary care in order to realize improved quality of care and service while positively impacting health outcomes, population health and cost.”*

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| Government | Prov/Payer | Community |
| Office of Mainecare Services\* | Hospital System Reps\* | Purchasers\* (must include Maine Health Management Coalition and non-MHMC members) |
| Center for Disease Control\* | Primary Care Practice Representation\* | Health Info Net |
| Substance Abuse and Mental Health Services\* | Behavioral Health Representation\* | Consumer/Advocacy\* |
| Office of Aging and Disability Services\* | Long Term Care Representation | Maine Health Access Foundation (MeHAF) |
| Office of Children and Family Services\* | Health Plan Representation\* |  |
| Legislators | Developmental Disability Provider\* |  |
| Maine Quality Forum |  |  |
| Office of Continuous Quality Improvement |  |  |

\*Core Members

**Data Infrastructure**

*Chaired and Managed by HealthInfoNet*

***Sub-Committee Charge:***  The SIM Data Infrastructure Sub-Committee will advise key projects and objectives within the scope of SIM towards improving data infrastructure systems and technology across the state of Maine. Specifically, advising on technical capabilities related but not limited to data infrastructure investments, use of national data standards and clinical and administrative data availability and interoperability. The Sub-Committee will advise the SIM partners and the Steering Committee on areas of alignment of SIM data and analytics infrastructure activities with other public and private projects underway across the State.

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| Government | Prov/Payer | Community |
| Office of MaineCare Services\* | Hospital System Reps(2)\* |  |
| Center for Disease Control\* | Primary Care Practices\* | Maine Health Management Coalition\* |
| Substance Abuse and Mental Health Services\* | Behavioral Health\* | Purchasers |
| Office of Special Counsel\* | Health Plan Representation | Maine Quality Counts\* |
| Office of Continuous Quality Improvement |  | Consumer/Advocacy (from HealthInfoNet’s consumer advisory committee)\* |
| Maine Health Data Organization |  |  |

\*Core Members