

2014 Federal Grant Writing Workshop: *Dissecting the Work Plan*

September 30, 2014
Kansas City

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Developing a Work Plan

The Logic Model

Identify the Needs:

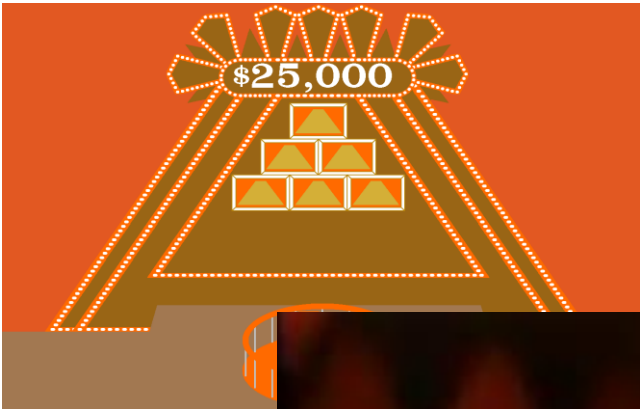
- What are the needs of your hospitals? How can you meet those needs?
- Don't just go with what you *“think”* hospitals need, i.e.. “I know this would be a great project,” “I know hospitals would sign up for this”
- Don't duplicate efforts! What do your partners (QIO, Hospital Association) see as needs? What is already being done in your State?

How will you measure success?

- What change do you expect?
- How will you know what's been done and what's changed?

Logic Model



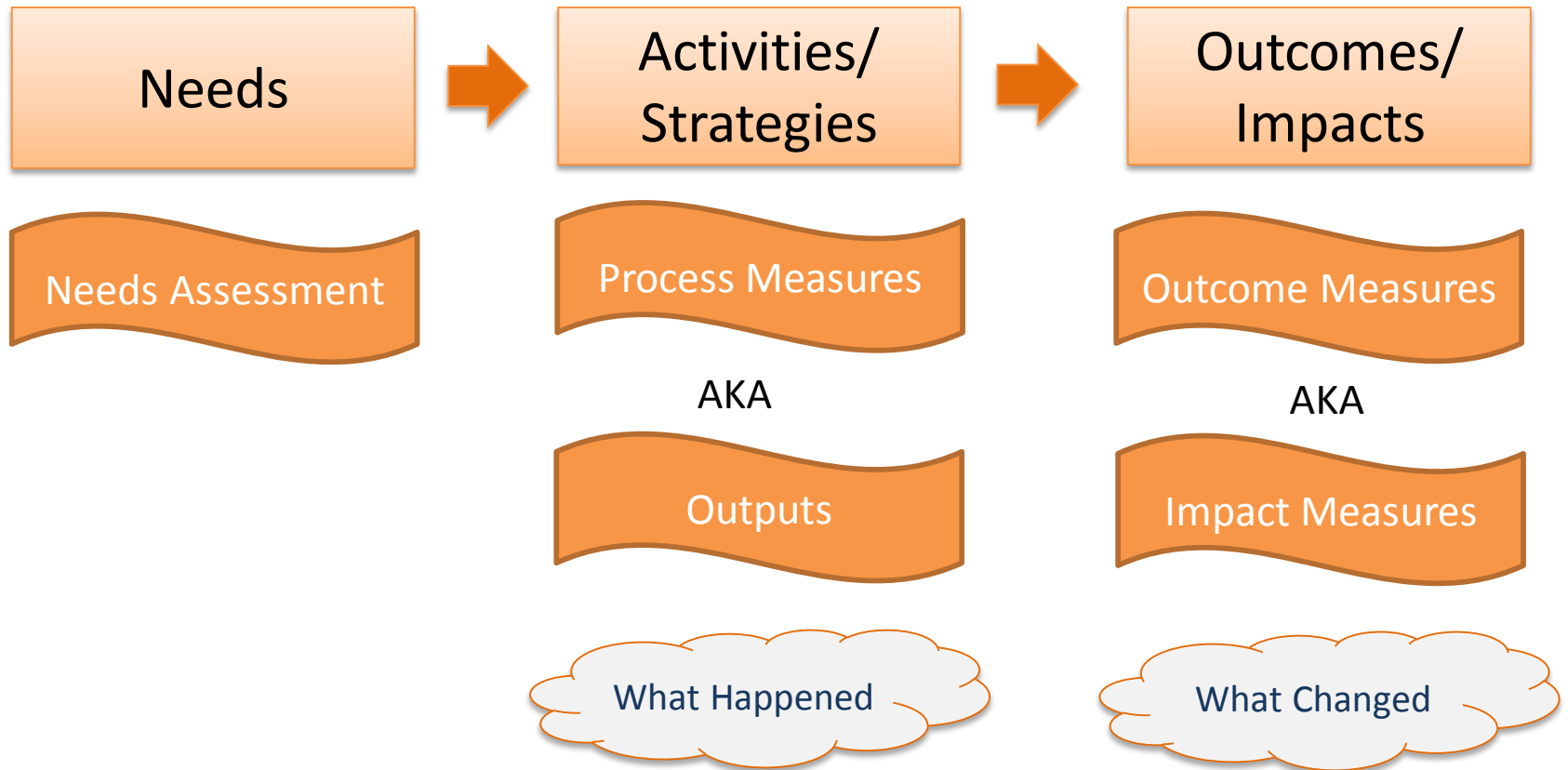


Oh! Needs... Um...
Activities... Um... Change,
Uh... Outputs...

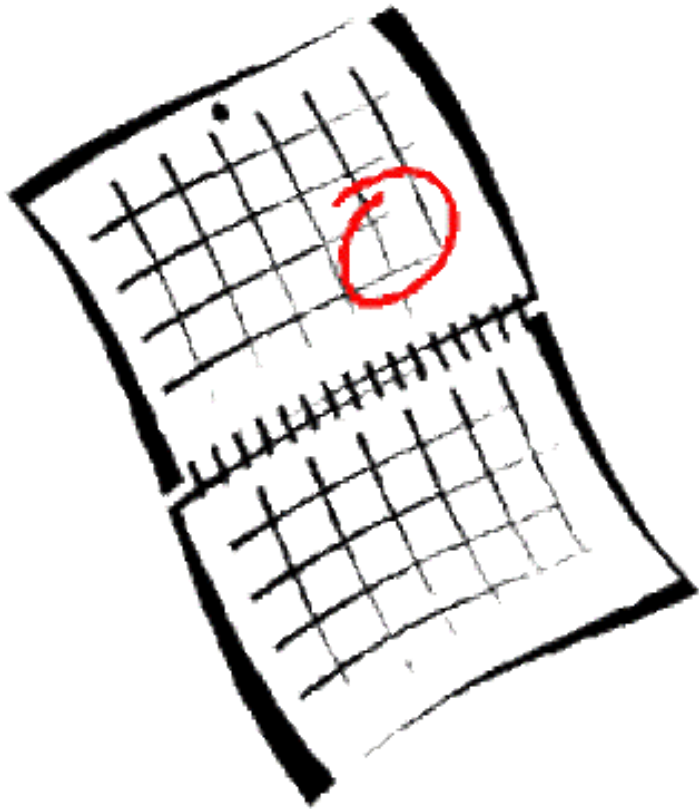


**THINGS
YOU
MEASURE**

Logic Model



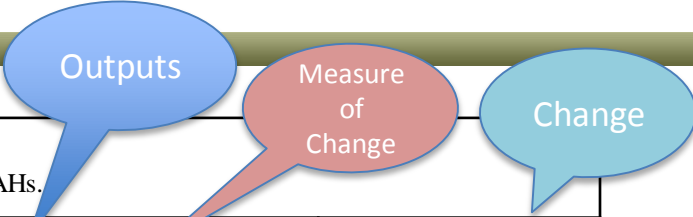
Add Details



Suggested Work Plan

Core Area:					
Objective:					
Activities	Budget	Process (Output) Measures	Outcome Measures		Anticipated Impact
			Short-Term	Long-Term	

Example from FY14 WI-ORH Work Plan



Core Area: Support for Quality Improvement (QI)					
Objective #5: Support QI education/training programs for managers, staff and/or board members of CAHs.					
Activities	Date of Completion	Staffing	Fed \$	Process & Outcome Measures	Outcomes/Impact
1.Hospital Board of Director's Training (Participation: 20 CAHs (34%))	May 2015	Flex Staff, WHA	\$9,705	PM: # attendees; # and % of CAHs attending ----- OM: Self-Reported Knowledge and Behavior Change	Board members better trained in governance & their role & responsibility in hospital operations and QI.
2.QI Residency	August 2015	Rural WI Health Cooperative	\$8,721	PM: # of learning events; # and % of CAHs in attendance ----- *OM: Self-Reported Knowledge and Behavior Change	Participants gain a better understanding of their role in supporting quality in their hospitals
3.Risk Management for the Non-Risk Manager: Webinar Series	May 2015	Rural WI Health Cooperative	\$12,991	PM: # of webinars completed and posted to the website; # & % of CAHs viewing the webinar(s) ----- OM: Self-Reported Knowledge and Behavior Change	Participants gain a better understanding of their role in supporting risk management in their hospitals

How we will revise it in FY15

Change

Measure of Change

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Outputs

Example from FY14 WI-ORH Work Plan

Outputs

Measure of Change

Change

Core Area: Support for Quality Improvement (QI)					
Objective #1: Sign up and actively report Phase 1 and Phase 2 measures of the Flex Medicare Beneficiary Quality Improvement Project (MBQIP).					
Activities	Date of Completion	Staffing	Fed \$	Process & Outcome Measures	Outcomes/Impact
1. Continued outreach and support to all Wisconsin CAHs	Ongoing	Flex Staff	\$10,194	# CAHs reporting at least one IP measure. # CAHs reporting at least one OP measure. # and % of CAHs reporting change in at least one OP measures ----- *OM: Quality Indicators from MBQIP Reports These measures will be used for the reporting requirements of Quality Intervention #1	All WI CAHs will report Phase One Measures; Participation in MBQIP will help hospitals understand how to use rural relevant measures resulting in improved quality of care.
2. Region C MBQIP Target Setting Initiative (Participation: 6 CAHs (10%))	August 2015	Flex Staff, ORHP	\$5,533	# and % of CAHs implementing a QI project based on Hospital Compare data. # of target cohort hospitals that improve in selected measure ----- *OM: Quality Indicators from MBQIP Reports These measures will be used for the reporting requirements of Quality Intervention #1	Improved quality on selected measures; Cohort hospitals surpass the state goal

How we will Revise it in FY15

Outputs

Change

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Keeping Track of all these Measures

Activities
PIMS
Evaluation
Satisfaction
Results
Surveys
Outcome
Measures/Impact
Measures
Interventions
Outputs/Process
Measures



Tracking Tips

- Start tracking on Day One
- Use one tracking mechanism for everything you need to track:
REFER TO IT OFTEN
 - Your Work Plan table
 - Excel spreadsheet with multiple tabs/spreadsheets
 - Access Database
- Be aware of what you need to track before you start a project
- Build your Process Measures and Outcome Measures into your contracts:
 - Ask your contractors to supply you with what data you need.
Make this a mandatory part of your contract.

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