**ATTACHMENT C:** HEALTHY TOMORROW MILESTONE SUMMARY DOCUMENT

In the HRSA work plan, suggested shared learning with content experts are: ACES, Well Child Care, Social Determinants of Health.

Content expert topics could be selected by teams.

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| Rhode Island Healthy Tomorrow Milestone Summary |  |
| Deliverable | **Timeframe Due Dates** | **Goal**  | **What is needed**  |
| Pre-work: Identify members of the practice quality improvement (QI) team; The pediatric practice team and FHV program complete and sign the Participative Agreement and identify Quality Improvement Team Members and complete pre-survey information Family consultant(s) sign letter of agreement  | February 2021Done by each team prior to Kick off Meeting as part of Team Commitment Participative Agreement  | Commit to Action Family home visiting program and practice team commit to action by completing: Pre-survey Participative Agreement Members of the quality improvement team  | Participative Agreement, including section to identify QI team members, and link to pre-surveyFHV story form template Practice and FHV information form templatePre-survey Materials to be sent out 2 weeks before kickoff meeting  |
| Meeting 1: Joint MeetingFVH describes a patient story from each of the FVH programs and how FVH has been helpful improving well child carePediatric practice comes to meeting with story of referral to FHV program and how FHV program is has been helpful in improving well child care Family Consultant describes experience of well child care: FHV and Pediatric practice | March 2021  |  Mutual Awareness and relationship building Pediatric practices will learn more about the family home visiting program through hearing about family examples of how each program can improve well child care through their programs;Family home visiting program will learn more about how pediatric practice used FHV to improve well child care FHV and Pediatric Practice learn from parent consultant what has been helpful, barriers to well child care and recommendations  | FHV will present story form information at meeting.FHV and practices will present information form at meeting Will discuss data needed and format for presentation for Joint Meeting #2 and work plan tool  |
| Meeting 2: Joint meeting: Asset mapping and work plan  FHV: comes to the meeting with data# of children presenting being visited from pediatric practice  # of referrals from pediatric practice in last year Parent interview information Pediatric: # of children up through age year 4 identified to be “at risk” (missed immunizations/well child visits, positive risk score for social medical needs, developmental delay, dental needs  | April 2021  | Mutual understanding of present state of collaboration and identification of future state FHV and Pediatric Practices will identify opportunities to improve well child and work plan next steps   | Data Reports Work plan tool Identification of what each team will do to prepare for Meeting # 3 (i.e. referral template; work flow template) |
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| Deliverable | **Timeframe** | **Goal** | **What’s Needed** |
| Meeting 3 Joint Meeting Tools and Work flow for screening and referral Pediatric practice will come to the meeting with information on current work flow for identifying children and families in need of support for well child care and current referral process FHV will come to the meeting with current process for identifying children and families who are behind on well child care Teams will identify improved work flow for screening and referring Family consultant will make recommendations based on own experience  | May 2021  | Relationship building and Identification of standardized process (workflow) for screening children and families for FHV program and referral  | Work flow tool Referral template Needed for Meeting # 4:P D S A templateShared care plan template Identification of what is needed for Meeting # 7Parent information template if needed  |
| Meeting 4: Joint meeting Performance Improvement and shared care plan Teams develops an AIM statement for improving Well Child Visits and Plan How will we measure success?How will we create shared care plan for team meetings? Family consultant will make recommendations based on own experience  | June 2021  | Relationship building and Identification of Performance Improvement Plan and tool that could be used for shared care plan  | Performance improvement plan Template for a shared care plan Teams will identify plan for meeting in July and August (date/time/place) Identify suggestion for content expert for meeting # 7  |
| Meeting 5: Team meeting Test process: BVCAP and PCHC Meeting Street and Hasbro  | July 2021  | Relationship building and Test team meeting process  | Update PDSA at team meeting  |
| Meeting 6: Team meeting Test process: BVCAP and Hasbro Meeting Street and PCHC  | August 2021  | Relationship building and Test team meeting  | Update PDSA at team meeting and submit to CTC  |
| Meeting 7 Joint meeting Content Learning speakerTeams will report out on P-D-S-A (including number of families with shared care plans) Develop strategy for getting input from families to help inform the process  | September 2021  | Relationship building, learning from each other and learning from content expert; improving collaboration experience based on tests for change  | Parent input processRecommendations for content expert for next meeting based on present learning needs Provide sample compact template that could be used for next meeting  |
| Deliverable | **Timeframe** | **Goal** | **What’s Needed** |
| Meeting 8 Joint meeting Develop compact that identifies roles and responsibilities of each party based on testingTeams report out on parent input Update P D S A based on data and input from families and report out on number of families with shared care plans  | October 2021  | Relationship building and Teams will formulate compact/Memorandum of Understanding for communication expectations  | Compact Plan for reaching 75% of families with shared care plans if goal has not already been achieved |
| Meeting 9: Team Meeting Test process  BVCAP and PCHC Meeting Street and Hasbro |  | Relationship building and Test improved process  | Update P D S A  |
| Meeting 10: Team meeting BVCAP and Hasbro Meeting Street and PCHC  |  | Relationship building and Test improved process  | Update P D S A and submit Distribute post survey  |
| Meeting 11: Final PDSA Joint meeting Develop plan for sustainability Post survey results  |  | Plan is developed to sustain communication and care coordination with standardized screening/referral process and utilization of shared care plan;  | Post survey  |
| Meeting 12: Joint meeting with new cohort Lessons learned  |  | Prepare for spread with new cohort and building of a learning community between pediatric and FHV programs  |  |