Attachment B: PHARMACY QUALITY IMPROVEMENT MILESTONES SUMMARY DOCUMENT (Updated 4/16/20)

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| Pharmacy Milestone Summary | | |
| Deliverable | **Timeframe Due Dates** | **Notes** |
| Identify members of the practice quality improvement (QI) team. The team should consist of 3 to 4 staff in different roles and include a pharmacy champion, practice clinical champion an IT staff member, nurse care manager, practice manager | Identify as part of application |  |
| Completes provider self-efficacy survey | Due February 14, 2020 | Survey Monkey Link: https://www.surveymonkey.com/r/SCFY3WJ Email: CTC-ri@ctc-ri.org |
| Option of identifying optional QI Project | Identify as part of the application |  |
| Practice QI team participation in monthly meetings with the practice QI facilitator | Starts the month after the kick off  March 2020 | Sign-up sheet will be available at Kick off meeting 2/27/20 |
| Practice QI team attendance and participation at in-person kick-off learning session | Presentation on APCD baseline data and provider self-efficacy survey results |  |
| Team reviews APCD Claims Data and provider self-efficacy data and identifies domain area of focus for quality improvement together with potential plan for patient engagement; Identifies if practice/SOC wants to work with URI around having codes applied to practice/SOC pharmacy codes | Month 2  APCD Information serves as baseline pharmacy performance report;  Provider self-efficacy report services as provider baseline information | PDSA to include rationale for selection of performance measure and plan for patient engagement  April meetings are on hold until 4 20 20 and then re-starting |
| Due to COVID-19  Project on Pause | Until April 20th, 2020 |  |
| Pharmacy QI Initiative Project will Resume | April 20th, 2020 | We will continue to make progress and move forward with remote Practice Facilitation visits and we continue to encourage team participation. Follow up plan for inclusion of team member input is acceptable if team member(s) unable to attend at same time). Please communicate with her honestly on barriers and hurdles. |
| In conjunction with the Pharmacy practice facilitator, identify quality improvement activities to optimize performance, completes a Plan do study act QI Plan, including how practice will capture and report information, incorporate patient engagement strategy and evidence based clinical strategy and target; | Month 3: New Due Date : May 29, 2020 (Partially completed P-D-S-A is acceptable) | PDSA to be submitted to [CTC-ri@ctc-ri.org](mailto:CTC-ri@ctc-ri.org)   * **Please Note:** Please express any of your concerns and hesitations with Kelley Sanzen. Payments will not be withheld from organizations due to new contingency plans/timeline changes. |
| Team attends quarterly meetings, present QI work plan and data results with content expert as applicable | **Month:**  **New Date: June 25, 2020**  August 20,2020 November 19, 2020 February 18,2021 | Zoom meeting (add link); will update if “in person” meeting is an option |
| Quarterly learning: report out on barriers and challenges with implementation of QI, quarterly results data | **Quarterly learning: Thursday, June 25, 2020 (7:30-9:00am)** | Due to COVID-19, the first learning network will be held in June now. |
| Identifies optional\* QI plan activity (PDSA) together with goal, strategy, data collection plan and evaluation | Month Due June 30, 2020 | Submit to CTC: to CTC-ri@ctc-ri.org |
| Submits updated P-D-S-A (S-E-E measure) | Due July 31, 2020 | Submit to CTC: to CTC-ri@ctc-ri.org |
| Quarterly learning: report out on barriers and challenges with implementation of QI, quarterly results data | Quarterly learning: August 20, 2020 |  |
| Submits updated P-D-S-A (S-E-E measure) QI action plan with emphasis on patient engagement outcomes | Due October 31, 2020 | Submit to CTC: to CTC-ri@ctc-ri.org |
| Quarterly Learning: Reports out on results of patient engagement activity | November 19, 2020 |  |
| Submits results of 6 month option action plan | Due: December 16, 2020 | Submit to CTC: to CTC-ri@ctc-ri.org |
| Submits final QI results for P-D-S-A (S-E-E measure) using story board template | Due: January 31, 2021 | Submit to CTC: to CTC-ri@ctc-ri.org |
| Submits updated provider self-efficacy survey | Due February 11, 2021 | Submit via survey monkey |
| Final learning collaborative | February 18, 2021 |  |

\* Pending confirmation of additional funding for this optional activity