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| Returning 2023 Pediatric Practice Transfer of Care Quality Improvement Milestone Summary  |
| Component  | **Deliverable**  | **Timeframe Due Dates** | **Notes**  |
| Form Health Care Transition Quality Improvement Team  | Identify members of the practice quality improvement (QI) team. (Consider staff in different roles such as practice clinical champion, nurse care manager/care coordinator, practice manager, and/or IT representative) | Completed as part of submitted application.  |  |
| Project Start-Up  | * Participate in kick-off meeting with pediatric and adult awardees to review project plan.
* Schedule regular team meetings with Practice Facilitator (PF)
 | November 14, 2023 | Kickoff meeting [Zoom](https://ctc-ri.zoom.us/j/954708383?pwd=ZkttcS9qRU4xSDBoRzk5UjRucHQ2Zz09) |
| Test for System of Care Approach  | Review goals, select priorities, measures of success, and set timelines for testing “system of care approach” to facilitate improved transfer of care for patients (including RIPCPC Cohort 3 practices if possible)Consider:* Use central referral hub for scheduling patients with adult practice in system of care.
* Communication and education plan to spread information within the system of care;
 | Nov 2023Dec 2023 |  |
| Develop and implement performance improvement plan | Using quality improvement methodology (ie. Plan, Do, Study, Act – PDSA) determine aim statement, tests of change and measurement for system of care sustainability and spread.Consider: * Education activities, such as presenting at system of care meetings,
* Working with other practices or providers individually
* Sharing electronic health record enhancements to facilitate care transitions.
* Improvement plan must address transfer of care for patients with and without special healthcare needs.

Explore billing and coding for transition services. | Jan 2024Feb 2024 | Submit PDSA to deliverables@ctc-ri.org by March 12, 2024.[**2023 Coding and Payment Tip Sheet for Transition from Pediatric to Adult Health Care**](https://www.ctc-ri.org/sites/default/files/uploads/Final%202023%20Transition%20Coding%20and%20Payment%20Tip%20Sheet.pdf) |

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| **Learning collaborative Joint meetings\*** | Team champion/designee/team members actively participate in Learning Collaborative Joint Meetings (3 total) | March 26, 2024 | Learning Collaborative meeting [Zoom](https://ctc-ri.zoom.us/j/954708383?pwd=ZkttcS9qRU4xSDBoRzk5UjRucHQ2Zz09)Provider champion or team member to present on experience with program to date, PDSA and status of transitions  |

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| Implement performance improvement plan | Begin to implement performance improvement plan (if it has not already started) and each month share tests of change and progress with Practice Facilitator. Continue with activities of performance improvement plan and each month share tests of change and progress with Practice Facilitator. | Mar 2024April 2024May 2024June 2024 | Submit PPT to deliverables@ctc-ri.org by June 11, 2024 |
| Learning collaborative Joint meetings\* | Team champion/designee/team members actively participate in Learning Collaborative Joint Meetings (3 total) | June 25, 2024 | Learning Collaborative meeting [Zoom](https://ctc-ri.zoom.us/j/954708383?pwd=ZkttcS9qRU4xSDBoRzk5UjRucHQ2Zz09)Provider champion or team member to present on experience with program to date, PDSA and status of transitions |
| Review Core Elements  | Continue to review the Six Core Elements of Health Care Transition and continue utilization of suggested tools that can be customized by practice teams; **Pediatric practice:**May consider core element 3: transition readiness (age 14 and older) [Got Transition® - Transitioning Youth to an Adult Health Care Clinician - Transition Readiness](https://www.gottransition.org/six-core-elements/transitioning-youth-to-adult/transition-readiness.cfm)Core Element 4- [Transition Planning](https://www.gottransition.org/six-core-elements/transitioning-youth-to-adult/transition-planning.cfm) * sample plan of care
* medical summary
* emergency care plan
* condition fact sheet
* legal documents

Core Element 5- [Transfer of Care](https://www.gottransition.org/six-core-elements/transitioning-youth-to-adult/transfer-of-care.cfm)* final transition readiness assessment
* plan of care with transition goals and prioritized actions
* medical summary and emergency care plan

Core Element 6 – [Transfer Completion](https://www.gottransition.org/six-core-elements/transitioning-youth-to-adult/transfer-completion.cfm)* confirm attendance at first adult visit
* get feedback from YA

**Adult practice:**Core Element 3- [Orientation to Adult Practice](https://www.gottransition.org/six-core-elements/integrating-young-adults/orientation-to-adult-practice.cfm) * transition and care policy guide
* educate staff about approach to transition
* identify providers who are interested in accepting YA patients
* FAQ

Core Element 4 – [Integration into Adult Practice](https://www.gottransition.org/six-core-elements/integrating-young-adults/integration-into-adult-practice.cfm)* Ensure that have transfer package
* Establish reminder process

Core Element 5 – [Initial Visits](https://www.gottransition.org/six-core-elements/integrating-young-adults/initial-visits.cfm) | Ongoing  | Submit final PDSA with PPT to deliverables@ctc-ri.org by October 9, 2024Submit current [Pediatric Assessment](https://www.surveymonkey.com/r/TOCPedCohort3Pre) of HCT Activities  |
| Learning collaborative Joint meetings\* | Learning Collaborative Joint Meetings (final)* Complete Current Assessment of HCT Activities
* Review lessons learned and plans for sustainability and spread.
* Share progress in monthly QI meeting.
 | October 22, 2024 | Learning Collaborative meeting [Zoom](https://ctc-ri.zoom.us/j/954708383?pwd=ZkttcS9qRU4xSDBoRzk5UjRucHQ2Zz09)Provider champion or team member to present on experience with program to date, PDSA and status of transitions |

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| Learning Collaborative Project Evaluation | * Complete Project and Practice Facilitation Evaluation
 | November 2024 | <https://www.surveymonkey.com/r/TOC2023Cohort3> |
| Learning Collaborative Dates | * **Kickoff** – Introductions
* **March** – PDSA (Aim & Plan)
* **June** – PDSA update (Do, Study, Act)
* **October** – Lessons Learned, Plans for Sustainability and Spread, Youth Feedback
 | November 14, 2023March 26, 2024June 25, 2024October 22, 20247:30-9:00AM | [Zoom](https://ctc-ri.zoom.us/j/954708383?pwd=ZkttcS9qRU4xSDBoRzk5UjRucHQ2Zz09) |

\*Additional Joint Learning Collaborative may be added based on the team learning needs