



Project Charter

Today's Date: November 6, 2009

Project Name: Continuing Care Statewide Implementation Plan	
Executive Sponsor: Joe M. Hill	
Project Manager/Change Leader: Garland "Sonny" Ferguson	
Additional Team Members: Jo Thompson, Heather Gotham, Tim Summers, Jim Clark, Bob O'Dowd, Carole Baxter, Dawn Zekis, and Ben Udochi	
Project Description: <i>What is the AIM?</i>	
The aim of the project is to implement telephone-based continuing care statewide in State Fiscal Year 2012 (July 1, 2011) with 17 comprehensive treatment programs.	
Sustainability Case for Addiction Services: <i>Why is this project important?</i>	
The current Advancing Recovery grant has allowed for the initial implementation of this EBP (Continuing Care) in four provider agencies, which ends in February 2010. In order to continue with the diffusion and growth of the process improvement related to the Advancing Recovery goal of implementing Continuing Care it is necessary for continued support.	
Creating a Powerful Vision: <i>What is the desired future?</i>	
A state wide system of care utilizing telephone based Continuing Care to assist clients in their recovery process.	
Understanding Your Customers and Stakeholders	
Key Customers: <i>Those who are the recipients of the product or service</i>	Key Stakeholders: <i>Those who have a stake in developing and delivering the product or service</i>
<ol style="list-style-type: none"> 1) Clients receiving services 2) State agency making referral for services such as Division of Children and Family Services, Drug Court and the Division of Youth Services. 3) Family members of the client 	OADAP and its Funded Provider, Department of Community Corrections, Division of Children and Family Services, Drug Court and the Division of Youth Services



Generating Ideas to Close The Gap: *What are your strategies?*

The strategies we propose to utilize in implementing our project are in three (3) areas:

- 1) Analyze data that has been generated and collected over the past 14 months of the current Advancing Recovery/Robert Wood Johnson project. The current project now has sufficient data to reliably examine the client outcomes. A corollary need is to develop message strategies for use with the State, public, and legislature regarding the effectiveness of Continuing Care.
- 2) Further implement and refine the Continuing Care program to ensure fidelity to the original model, devise any needed adaptations to Continuing Care as implemented in the State's treatment system (while maintaining fidelity), and continue provider education regarding NIATx process improvement strategies.
- 3) Develop a process for a new Request For Proposal (RFP) to spread Continuing Care throughout the provider network.

Project Risks: *What actions, events and situations may positively or negatively impact the project?*

Positive Actions: 1) OADAP continuing to work with its four pilot programs utilizing Continuing Care past the life of the RWJ Grant. 2) OADAP and its Continuing Care Partners talking up the project with other OADAP funded programs, 3) Utilization of telecommunication equipment to provide statewide training in Continuing Care to its funded programs, and 4) Sharing positive Continuing Care client outcome data with other customers, stakeholders, OADAP funded programs.

Negative Actions: 1) Providing sufficient education and training to the OADAP's funded provider regarding Continuing Care, 2) lack of buy-in from the provider network regarding Continuing Care, and 3) Maintaining fidelity to the model.

Executing the Plan/Milestones: *How will we know we are making progress?*

Actions:	Date (Duration):	Status:
Data Analysis and Reporting	November 1, 2009 and Ongoing	Evaluation of Continuing Care Data is starting to be evaluated.
Continued Provider Participation in the Current Continuing Care Program	February 1, 2010 Through June 30, 2011	
Develop Request For Proposal (RFP) for State Fiscal Year 2012 (July 1, 2011)	Start February 1, 2010 and Completed by April 30, 2010	
Develop Plan and Time Line: 1) To Increasing Provider Awareness of the Positive Outcomes of Continuing Care, and 2) Continuing Care Training	February 1, 2010 Through January, 2011	



Train New OADAP Funded Programs in Implementing a Continuing Care Program and Develop a System of Monthly Coaching Conference Calls	July 1, 2011 and Ongoing	
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Sign off Sponsor: Joe M. Hill

Review Date: 11/09/2009