

Project Charter Form

Goal # 3 Strategy # B Initiative # _____ or *Other Initiative* _____

Date: 05/10/10



Department of
Mental Health

Ted Strickland, Governor
Sandra Stephenson, Director

Original Submission Yes / No Date: 5/10/10

Amended Submission Yes / No Date:

Is this Project terminal? Yes / No

Will there be another Initiative? Yes / No

Project Charter

General Project Information	
Initiative Title:	Treatment Episode Outcomes System (TEO)
Initiative Description:	Implement a Treatment Episode Outcomes (TEO) System that efficiently measures the performance of the public mental health system and provides local mental health authorities and provider organizations the ability to use data for planning, program, and quality improvement purposes.
Project Manager:	Kraig Knudsen, PhD
Project Duration:	May 1, 2010-September 30, 2013
LST Sponsor:	Marion Sherman, MD
Problem Statement Specifically state the problem to be addressed.	
The State of Ohio currently does not have a reliable method to track client- and system-level Outcomes for the public mental health system. A new Treatment Episode Outcomes (TEO) System is needed that efficiently and effectively provides the State of Ohio with up-to-date information regarding the performance of provider organizations that serve publically funded mental health consumers.	
Project Scope Describe the project scope. The scope defines project limits and establishes the boundaries of the project. In addition, please clarify/describe products and/or services that are <i>outside</i> of the project scope.	
ODMH will implement a new Treatment Episode Outcomes (TEO) System. This TEO System will measure and report the National Outcome Measures (NOMS) for housing, employment/education and criminal justice involvement , Additionally, ODMH will collect client-level data on functioning (as measured by the Global Assessment of Functioning;GAF). Service providers will collect and report on consumers with SMI/SMD and SED at admission and discharge or annually. For the three-year period covering the award of SAMHSA's Data Infrastructure Grant (DIG), client level data will be collected and reported annually for approximately 170,000 adults, children and adolescents identified as SMI/SED. To measure the NOMS of client perception of care (satisfaction), functioning and social connectedness ODMH will annually survey a random sample of 3,000 adults and 3,000 caregivers of child and adolescent consumers. This will result in sampling 18,000 consumers and caregivers over a three-year period. Reports and a data mart will be developed to enable local mental health authorities and providers use the informaiotn hosued in the TEO Sytem to improve access, enhance service quality, and efficiently meet the requirements of funders and national accrediting bodies. Accomplishments will be phased in over a three year period, concluding with full system launch by May 2012.	

Project Charter Form

Goal # 3 Strategy # B Initiative # _____ or *Other Initiative* _____

Date: **05/10/10**

<p>Desired State / Benefits How will you know when the project is successful? What will demonstrate success? Describe the positive outcomes from this project's successful implementation.</p> <p>Success will be measured by the full implementation of the TEO system. Successful implementation includes: 1) launching of the a web-based system that captures client level data on housing status, employment/education, criminal justice involvement, and functioning; 2) fielding an annual MHSIP/YSSF survey to capture system-level client perception of care, functioning (SAMHSA measure), and social connectedness; 3) initiating and maintaining a reports and/or data mart function on the ODMH website for local mental health authorities and providers to use their data for policy, planning and quality improvement purposes; 4) collecting all required NOMS including evidence-based practices, access to services and (state) re-hospitalization; and 5) an outcome tool is developed that measures effectiveness of best practices, tracks improvements in the mental ealth system and works to integrate both mental health and physical health outcomes measurement under one system.</p>
<p>Performance Measures/Results Predetermined methods for assessing whether the project has achieved its goals.</p> <p>Performance Measure #1: TEO web-based data system to be piloted by September 01, 2011.</p> <p>Performance Measure #2: Annual MHSIP/YSSF surveys will be collected from a random sample of 3,000 adult consumers and 3,000 caregivers of adolescent and child consumers. Data will be reported to ODMH leadership and SAMHSA annually through September 30, 2013.</p> <p>Performance Measure #3: As a part of the TEO System, a Reports Generator and/or Data Mart will be created and placed on the ODMH website by September 30, 2013.</p>

Governances	
<p>Statute / Rule Change involved (circle one) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If appropriate, Statute / Rule number: 5122-28-04</p> <p>If appropriate, probability of success: High (100%)</p>

Project Team (include both ODMH and external members; use an asterisk after the name to delineate personnel who will be consulted on an as needed basis)			
Team Member	Dept / Title	Percent Effort / Time	Roles / Responsibilities
Kraig Knudsen, PhD	Office of Research and Evaluation	35%	Project Manager: Responsible for oversight of entire initiative. Assists with overall direction of initiative ensuring that deadlines are met.
Carol Carstens, PhD	Office of Research and Evaluation	60%	System Administrator: Responsible for completion of Data Infrastructure Grant project deliverables.
Kwok Tam, MSSA	Office of Research and Evaluation	30%	Analyst: Responsible for all analysis of data. Assists charter team in creating reports for leadership and SAMHSA.
Liz Gitter, LISW	Division of Program and Policy Development	10%	Block Grant Representative: Responsible for being the liason between SAMHSA and ODMH on matters related to the Block Grant data requirements.

Project Charter Form

Goal # 3 Strategy # B Initiative # _____ or *Other Initiative* _____

Date: **05/10/10**

Rick Tully	Office of System Transformation	10%	Fiscal administration and accountability: Responsible for providing guidance on fiscal administration and programming related to the TEO System. This includes providing guidance on alternative methods to capture data to ensure reduced burden to providers and consumers of the public mental health system.
Jody Lynch	Office of Information Services	5%	Information Systems Representative: Will act as a liaison to OIS, and provide guidance and assistance in creation of the web-based system as well as the Reporting and Data Mart functions.
Rose Tolliver	Office of Information Services	25%	Information Systems Project Manager: Will act as a liaison to ODADAS and provide management and technical expertise in creation of the web-based system as well as the Reporting and Data Mart functions.
Dushka Crane-Ross, PhD	Division of the Medical Director	5%	Quality Improvement Representative: Responsible for providing guidance and direction on the TEO quality improvement indicators for the public mental health system. Will be integral in the development and implementation of the TEO reports and data mart functions.
Roy Pierson, LISW	Division of Program and Policy Development	5%	Provide historical perspective on the Division of PPD data collection for housing, employment/education and criminal justice NOMS, ODADAS/ODMH BH Module development and data rule change and promulgation."
Terry Jones, LISW	Medicaid Office	5%	Will provide assistance in medicaid data and definitions of SMI/SED.

Other Estimated Expenditures (please provide a listing of anticipated expenditures, e.g., rooms, consultant, printing, etc.):

Potential Costs associated with the TEO system include ODMH staff time, web-system creation and maintenance, and survey collection and analysis. Current costs are to be determined. \$30,000 was included in the Data Infrastructure Grant to design, develop, and implement the web based system. The cost of web development and implementation is likely to exceed this amount.

Cost-Benefit Analysis (Describe future resources implications, e.g., discuss cost of gaining efficiencies):

The TEO System is critical to ODMH to secure Federal Community Block Grant Funding. Without the TEO System, the public mental health system and the State of Ohio is in jeopardy of losing \$13,695,234 annually from the Federal Government. These funds are vital and used to support public community mental health care. Further, if the TEO System is not implemented, the State of Ohio will also lose an additional \$840,000 over a three year period. These federal funds are to be used to implement the TEO system and for reimbursement for ODMH staff time.

Stakeholders Identify those with a significant interest and/or role in the project's outcome or those who will be significantly affected by this project.

ODMH-particularly relevant for PPD, OIS, DMD

Public Mental Health System Partners: Community Mental Health Boards, Community Mental Health Provider Organizations, Adult and Child/Adolescent Consumers

Project Charter Form

Goal # 3 Strategy # B Initiative # _____ or *Other Initiative* _____

Date: 05/10/10

Due Date for Project Management Plan (if applicable)	Date:
---	--------------

Acceptance Review and approval of the final charter document and its contents		
	Signature	Date (MM/DD/YYYY)
Project Manager Name: Kraig Knudsen, PhD		
LST Sponsor Name: Marion Sherman, MD		
LST Authorization (if applicable) Name:		
Other Key Stakeholder (if applicable) Name:		

Notes
<p>Please share any additional comments</p> <p>-Potential Members for Steering Committee:</p> <ol style="list-style-type: none">1) NAMI representative (Jim Mauro)2) OEC Representative (Jack Cameron)3) Orman Hall-Fairfield County MH Board4) Ohio Association of Child Caring Agencies Representative (Penny Wyman)5) Representative from agency that serves adult consumers6) Representative from agency that serves child/adolescent consumers7) Representative from agency that serves consumers across the life span8) John Garrity-Cuyahoga County MH Board