

Vermont Health Care Innovation Project
2016 Workforce Work Group Workplan



	VHCIP Objectives	Work Group Supporting Activities	Target Date	Endorsements/ Dependencies	Approving Entities	Status of Activity	Measures of Success
Demand Data Collection and Analysis							
1	Perform demand analysis and develop recommendations.	Execute contract for micro-simulation demand model.	December 2015	Develop demand model and develop recommendations from analysis (DOL).		Not yet started,	Consultant contract in place. Functional micro-simulation demand model. Recommendations based on analyses from model; information to be shared between Vermont Department of Health (VDH), Office of Professional Regulation (OPR), and DOL.
2		Provide input into development of micro-simulation demand model.	Q1-Q2 2016			Not yet started,	
3		Assist with reporting related to demand analysis, and guide vendor activities as appropriate.	Q2-Q3 2016			Not yet started.	
4		Subgroup to develop initial recommendations from analysis of demand model information.	Q3-Q4 2016			Not yet started.	
Supply Data Collection and Analysis							
5	Use supply data (licensure and recruitment) to inform workforce planning and updates to Workforce Strategic Plan.	Receive regular presentations of supply data (at least 3 times by 9/30/16).	Quarterly	Obtain and analyze workforce supply data (VDH/OPR).		Ongoing.	Supply data incorporated into workforce planning and updates to Workforce Strategic Plan.
6		Publish data reports/analyses on website by 12/31/16.	December 2016			In Progress.	
7		Support distribution of reports/analyses to project stakeholders.	December 2016			Ongoing	
8		Support identification of lessons learned for incorporation into VHCIP Sustainability Plan.	December 2016			Not yet started.	
Ongoing Work Group Activities							
9	Perform updates to Workforce Strategic Plan.	Perform updates to Workforce Strategic Plan as needed.	Ongoing		AOA and Green Mountain Care Board	Ongoing.	Updated Workforce Strategic Plan.
10		Provide Agency of Administration with Strategic Plan Status Report by end of current administration.	Q4 2016		AOA	Not yet started	Completed Strategic Plan Status Report.
11	Renew and update membership.	Renew and update membership every three years basis according to process outlined in Executive Order #07-13.	Every three years		Secretary of Administration	Not yet started.	Membership updated.

Ongoing Updates, Education, and Collaboration							
12	Reporting on all milestones related to Workforce, in conjunction with Practice Transformation Work Group.	Review one-page monthly status updates for all Workforce-related work streams.	Monthly			Ongoing.	Written and verbal monthly updates on all payment models.
13	Review 2016 Workforce Work Group Work Plan.	Review and discuss draft workplan, developed with DLSS and Population Health staff and co-chair input.	December 2015-January 2016				Work plan finalized.
14	Coordinate and collaborate with other VHCIP Work Groups on other activities of interest.	Identify activities of interest and establish mechanisms for regular coordination and communication with other work groups. Specific projects of interest include: <ul style="list-style-type: none"> • Care Management Inventory (Practice Transformation Work Group) • Core Competency Trainings (Practice Transformation Work Group) • Health Information Exchange/Data Interoperability (Health Data Infrastructure Work Group) 	Ongoing	Coordinate to identify activities of interest and establish regular communication (Other VHCIP Work Groups).		Mechanisms established for monthly co-chair meetings and work group reports to Steering Committee.	Well-coordinated and aligned activities across VHCIP.
15		Provide updates to other work groups on Payment Model Design and Implementation Work Group activities.	Ongoing			Not yet started.	
16		Obtain regular updates from other work groups.	Monthly	Obtain regular updates on work groups' progress as appropriate.		Not yet started.	
17	Provide input into VHCIP Population Health Plan and Sustainability Plan.	Review and comment on VHCIP Population Health Plan Draft.	Late 2016	Plan outline or draft developed by Population Health Work Group.	Population Health Work Group; Steering Committee; Core Team	Not yet started.	Work Group input incorporated into VHCIP Population Health and Sustainability Plans.
18		Review and comment on VHCIP Sustainability Plan Draft.	Late 2016	Plan outline or draft developed by project leadership.	Core Team	Not yet started.	
19	Contribute to VHCIP Webinar Series.	Contribute topic, speaker, and moderator suggestions for VHCIP's optional monthly educational webinars for staff and participants.	Monthly			Not yet started.	Twelve webinars conducted on staff- and participant-developed topics.