Connected Communities Implementation Grant - Collaborator Requirements

Based on Attachment A to Task Order 16-1, in the Program Requirements section and the Milestone Schedule and Deliverables table:

- As part of the Grant, Grantee must include the participation of multiple unaffiliated collaborating organizations that includes, at a minimum, a behavioral health or a long-term/post-acute care organization.
- As part of the Grant, Grantee must establish a Community Collaboration that aims to engage community stakeholders more broadly than the Grant, and may serve as a forum to establish connections and exchange best practices.
- In Milestone 1, Grantee and collaborators must attest that *test* transactions are being sent/received for the use case described in the HIE Use Case Development Form.
  - Transactions are to be substantiated by a transaction log
- In Milestone 1, Grantee and each collaborating organization is required to provide a copy of the HIE/HISP or Mass. HIway participation agreement.
- In Milestone 1, Grantee and collaborators must identify and describe impacted workflows, and also describe preliminary workflow enhancements.
  - These details should build on the information provided in the Transformation Plan.
- In Milestone 2, Grantee and collaborators must attest that *real* transactions are being sent/received for the use case described in the HIE Use Case Development Form.
  - Transactions are to be substantiated by a transaction log
- In Milestone 2, Grantee and collaborators must develop a process diagram that details the steps of the identified workflows and preliminary workflow enhancements, as described in Milestone 1.
- In Milestone 2, Grantee must develop a process improvement plan that describes what will change from the existing workflows to the workflow enhancements, and how Grantee will implement those changes among the collaborators.
  - These details should build on information provided in Milestone 1.
- In Milestone 2, Grantee and collaborators must describe the established policies for allowing the electronic sharing of patient data, including obtaining consent from patients.
- In Milestone 2, [if applicable] Grantee and collaborators must update the Transformation Plan, HIE Use Case Development Form, description of health IT environment, and policies and procedures to protect health information.
- In Milestone 3, Grantee and collaborators must attest that activities identified in Milestone 2 process improvement plan are complete.
- In Milestone 3, [if applicable] Grantee and collaborators must update the Transformation Plan, HIE Use Case Development Form, description of health IT environment, and policies and procedures to protect health information.
- In Milestone 4, Grantee must submit a Use Case Volume table and log report from the respective HIE/HISP signed by an officer at each of the collaborating organizations.

- In <u>Milestone 4</u>, Grantee must develop an expansion plan for sustaining and expanding participation in the implemented use cases, within the collaborating organizations and among other community stakeholders not involved with the Grant.