



Proposal:

Legislative Committee on Health Care

2005-2006

Work Plan for Assembly Bill 342

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EXHIBIT Q Legislative Committee on Health Care Document consists of 39 pages.

Entire document provided.

Due to size limitations, pages _____ provided.

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Meeting Date: November 15, 2005

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II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

Performance of an examination and evaluation of the following six components of the health care system in Nevada, with an emphasis on how each monitors and improves the quality of care provided to patients, patients' access to care and/or services:

- 1. Health care facilities**
- 2. Health care professionals**
- 3. Medical coverage (insurance)**
- 4. Pharmaceutical coverage**
- 5. Health professional education**
- 6. The public health care system**

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

The scope of work involved in meeting the first objective includes the following tasks:

- a) Review of current and existing reports
- b) Collection of demographic data
- c) Collection of data from health care facilities
- d) Collection of data related to health care professionals
- e) Assessment of insurance coverage
- f) Assessment of pharmaceutical coverage
- g) Collection of data related to health professions education
- h) Collection of data related to the public health system
- i) Attend presentations between December 2005-June 2006

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

a) Review of current and existing reports

Will include review of state and federal reports, studies, assessments and plans. Among those reviewed: needs assessment developed by Task Force for Fund for a Healthy Nevada; b) DHHS strategic health care plans; c) *Healthy People Nevada 2010*; and d) *Healthy People 2010*.

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

b) Collection of Demographic Data

- 1) Demographic data for Nevada residents (age, gender, race/ethnicity)
- 2) Project population growth
- 3) Number of health professionals practicing in Nevada, by county and type of professional/specialty
- 4) Number and rate of uninsured in Nevada

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

c) Collection of Data from Health Care Facilities

- 1) Interview data from QA/QC departments/personnel at health care facilities across the state (hospitals, nursing homes, hospices, urgent care centers, community based/publicly funded clinics, other facilities)
- 2) Reports/documentation from health care facilities
- 3) Data/reports/plans/studies/other relevant documents from state and local agencies
- 4) Data/reports/plans/studies/other relevant documents from federal agencies
- 5) Data/reports/plans/studies/other relevant documents from national organizations/peer-reviewed literature

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

d) Collection of Data Related to Health Care Professionals

- 1) Relevant data/reports from State Boards for health professionals; if necessary, data collection instrument will be developed
- 2) Data/reports/plans/studies/other relevant documents from state and local agencies
- 3) Data/reports/plans/studies/other relevant documents from college/university health professions education programs
- 4) Data/reports/plans/studies/other relevant documents from federal agencies
- 5) Data/reports/plans/studies/other relevant documents from national health professions organizations/peer-reviewed literature
- 6) Survey of health care professionals practicing in inpatient and ambulatory care settings (based on data collected in 1-5 above); develop instrument to further assess: 1) needs in Nevada; 2) how quality of care is monitored/improved within profession; 3) health profession's role in assuring/improving patient access to care

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

e) Assessment of Insurance Coverage

- 1) Data/reports/plans/studies/other relevant documents from state and local agencies
- 2) Data/reports/plans/studies/other relevant documents from federal agencies
- 3) Data/reports/plans/studies/other relevant documents from Nevada managed care providers
- 4) Data/reports/plans/studies/other relevant documents from national, state and/or local programs that provide coverage for uninsured/underinsured
- 5) Data/reports/plans/studies/other relevant documents from national health professions organizations/peer-reviewed literature
- 6) Survey of health insurance companies and managed care organizations (based on 1-5 above); develop instrument to assess: 1) health insurance needs in NV; 2) how quality of care is monitored/improved in insurance industry and 3) industry's role in assuring/improving patient access to care

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

f) **Assessment of Pharmaceutical Coverage**

- 1) Reports/documentation from insurance companies, managed care companies, pharmacies and medical groups
- 2) Data/reports/plans/studies/other relevant documents from state and local agencies
- 3) Data/reports/plans/studies/other relevant documents from federal agencies
- 4) Data/reports/plans/studies/other relevant documents from national organizations/peer-reviewed literature
- 5) Survey professionals practicing in pharmaceutical distribution (based on data collected in 1-4 above); develop instrument to assess: 1) needs in Nevada; 2) how quality of care is monitored/improved within pharmaceutical profession and 3) role in assuring/improving patient access to pharmaceutical coverage

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

g) Collection of Data Related to Health Professions Education Programs

- 1) Relevant data and reports/documentation from State Boards (data related to current need/projected needs)
- 2) Data/reports/plans/studies/other relevant documents from state and local agencies
- 3) Data/reports/plans/studies/other relevant documents from the Nevada System of Higher Education (NSHE) and college/university health professions education programs
- 4) Interviews/surveys with key informants from NSHE/health professions programs
- 5) Data/reports/plans/studies/other relevant documents from federal agencies
- 6) Data/reports/plans/studies/other relevant documents from national health professions organizations/peer-reviewed literature

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

h) Collection of Data Related to the Public Health System

- 1) Interview data from county health departments in Nevada (development of key informant interview guide used to assess:
1) current and projected PH needs; 2) how quality of PH services is monitored/improved and 3) health department's role in assuring/improving patient access to care/PH services)
- 2) Data/reports/plans/studies/other relevant documents from state and local agencies
- 3) Data/reports/plans/studies/other relevant documents from federal agencies
- 4) Data/reports/plans/studies/other relevant documents from national health professions organizations/peer-reviewed literature

II. PROJECT PLAN

A. Project Objectives and Scope of Work

1. Objective I

- i) Attend presentations in December 2005-June 2006**
Include data from presentations in statewide plan

II. PROJECT PLAN

A. Project Objectives and Scope of Work

2. Objective II

“Identification of areas of high priority (within six components of the health care system previously mentioned) in Nevada where needs are currently not being met.”

II. PROJECT PLAN

A. Project Objectives and Scope of Work

2. Objective II

- Summarize and analyze data collected for Objective I.
- Complete needs assessment and resource inventory sections of comprehensive plan (will identify health care needs in Nevada as well as existing resources).
- Conduct gap analysis: 1) identify met and unmet needs; 2) analyze gaps between health care needs and existing resources/services; and 3) set health care priorities.

II. PROJECT PLAN

A. Project Objectives and Scope of Work

3. Objective III

“Review capital improvements reports submitted by hospitals pursuant to subsection 2 of NRS 449.490.”

II. PROJECT PLAN

A. Project Objectives and Scope of Work

3. Objective III

- Collect capital improvements reports
- Review and summarize relevant data/information included in reports
- Include information in the comprehensive plan

II. PROJECT PLAN

A. Project Objectives and Scope of Work

4. Objective IV

Prepare a report to the Nevada State Legislature that outlines the contractor's findings and includes without limitation:

- a. Recommendations regarding the extent existing resources meet the critical health care needs of the state of Nevada that are currently not being met, including recommendations on the reallocation of those resources;
- b. Recommendations regarding such action as may be necessary for the improvement of Nevada's health care system in the six specified components of health care; and
- c. Recommendations for short- (5 year) and long-term (10 year) plans to address the major areas of concern that are identified, including cost estimates for the implementation of such plans.

II. PROJECT PLAN

A. Project Objectives and Scope of Work

4. Objective IV

The consultants will complete the comprehensive Nevada Health Care Plan for the Legislative Committee on Health Care in May and June 2006. This Plan will include two parts:

Part I: Summary of demographic data; a needs assessment; a resource inventory; and a gap analysis; and

Part II: Recommendations regarding the extent existing resources meet the critical health care needs of the state of Nevada that are currently not being met, including recommendations on the reallocation of those resources; recommendations regarding such action as may be necessary for the improvement of Nevada's health care system in the six specified components of health care; and recommendations for short- (5 year) and long-term (10 year) plans to address the major areas of concern that are identified, including cost estimates for the implementation of such plans.

II. PROJECT PLAN

A. Project Objectives and Scope of Work

4. Objective IV

- Health Care Fiscal Analyst will be hired for a one month period (May 2006) to assist with recommendations that require more extensive fiscal analysis, cost estimates and projections.
- Consultants will present findings and written, comprehensive, statewide plan to Legislative Committee on Health Care at the June 6, 2006 meeting.

II. PROJECT PLAN

B. Work Plan

C. Timeline

II. B. Work Plan

Legislative Committee on Health Care Objective #1: Performance of an examination and evaluation of the following six components of the health care system in Nevada with an emphasis on how each monitors and improves the quality of care provided to patients, and patients' access to care and/or service.

Goal 1: To analyze the six major components of a health care system with regard to monitoring and improvement of the quality of care provided to patients and patients' access to care/and or service (the six major components include: a) health care facilities, b) health care professionals, c) medical coverage (insurance), d) pharmaceutical coverage, e) health professional education, and f) the public health care system).

Objective 1.1: By January 31, 2006, consultants will review (and further analyze if necessary) current and existing reports related to the six major components of a health care system (as noted above).

Action Steps	Person(s) Responsible	Due Date or Timeline	Resources Needed
Review current reports such as the Needs Assessment developed by the Task Force for the Fund for a Healthy Nevada, strategic health care plans developed by DHHS, Healthy People Nevada 2010, etc. to determine health care needs in this state.	Health Care Research Analyst	January 2006	Current reports
Further analyze data in current reports as needed for project.	Health Care Planning Project Manager and Health Care Research Analyst	January 2006	Access database

II. B. Work Plan (cont.)

Objective 1.2: By January 31, 2006, consultants will collect demographic data for the state of Nevada as it relates to the comprehensive Nevada Health Care Plan.

Action Steps	Person(s) Responsible	Due Date or Timeline	Resources Needed
Collect and report on demographic data for Nevada with regard to residents, projected population, number of practicing health care professionals, and number and rate of uninsured.	Health Care Planning Project Manager	January 2006	Internet access

II. B. Work Plan (cont.)

Objective 1.3: By April 15, 2006, consultants will collect and analyze health care facilities data as it relates to monitoring and improvement of care, and patients' access to care and/or service.

Objective 1.4: By April 15, 2006, consultants will collect and analyze data on health care professionals as it relates to monitoring and improvement of care, and patients' access to care and/or service.

Objective 1.5: By April 15, 2006, consultants will collect and analyze data on the assessment of insurance coverage as it relates to monitoring and improvement of care, and patients' access to care and/or service.

Objective 1.6: By April 15, 2005 consultants will collect and analyze data on the assessment of pharmaceutical coverage as it relates to monitoring and improvement of care, and patients' access to care and/or service.

Objective 1.7: By April 15, 2006, consultants will collect and analyze data regarding health professional education as it relates to monitoring and improvement of care, and patients' access to care and/or service.

Objective 1.8: By April 15, 2006, consultants will collect and analyze data regarding the public health system in Nevada as it relates to monitoring and improvement of care, and patients' access to care and/or service.

Action Steps	Person(s) Responsible	Due Date or Timeline	Resources Needed
Research reports and documentation from all relevant agencies (local, state and federal government; universities; community health centers; national organizations; etc.).	Health Care Research Analyst, Health Care Planning Coordinator, Grad. Asst. I and II	January 2006	Internet access
Develop survey instruments to collect information and determine needs of Nevada as they relate to monitoring and improving the quality of care provided to patients and patients' access to care and/or service	Health Care Research Analyst	January 2006	Computer
Collect data using survey instrument described above.	Health Care Planning Coordinator, Grad. Asst. I and II	February 2006	Survey instrument, telephone, means to travel
Develop database and input survey data.	Grad. Asst. I and II	March 2006	Access database
Analyze survey data.	Health Care Research Analyst	April 2006	Access database

II. B. Work Plan (cont.)

Objective 1.9: By June 6, 2006, consultants will attend seven meetings held by the Legislative Committee on Health Care.

Action Steps	Person(s) Responsible	Due Date or Timeline	Resources Needed
Attend meetings on 12/13/05, 01/10/06, 02/07/06, 03/07/06, 04/11/06, 05/09/06, and 06/06/06 and take notes on current health care reports and presentations. In addition, provide presentations regarding the development of the comprehensive Health Care Plan for Nevada.	Health Care Planning Project Manager and Health Care Research Analyst	December 2005-June 2006	PowerPoint

II. B. Work Plan (cont.)

Legislative Committee on Health Care Objective #2: Identification of areas of high priority (within the six components of the health care system mentioned in Objective #1 above) in Nevada where needs are not currently being met.

Goal 2: To determine gaps in Nevada's health care system.

Objective 2.1: By April 15, 2006, complete a needs assessment for the comprehensive Nevada Health Care Plan.

Objective 2.2: By May 7, 2006, complete a resource inventory for the comprehensive Nevada Health Care Plan.

Objective 2.3: By May 15, 2006, complete a gap analysis for the comprehensive Nevada Health Care Plan.

Action Steps	Person(s) Responsible	Due Date or Timeline	Resources Needed
Write the needs assessment based on data collected from reports, surveys, and agencies.	Health Care Planning Project Manager	February-April 2006	Computer
Develop survey instrument to determine available resources in Nevada based upon needs identified in needs assessment.	Health Care Research Analyst	March 2006	Computer
Collect data using survey instrument described above.	Graduate Assistant and II, and Health Care Planning Coordinator	March-April 2006	Survey instrument, telephone, means to travel
Develop database and input survey data.	Graduate Assistant I and II	April 2006	Access, Excel
Analyze survey data.	Health Care Research Analyst	April 2006	Access, Excel
Write the resource inventory.	Health Care Planning Project Manager	May 2006	Excel
Write gap analysis based on needs assessment and resource inventory findings.	Health Care Planning Project Manager	May 2006	Computer

II. B. Work Plan (cont.)

Legislative Committee on Health Care Objective #3: Review capital improvements reports submitted by hospitals pursuant to subsection 2 of Nevada Revised Statutes (NRS) 449.490.

Goal 3: To determine capital improvement needs of hospitals in Nevada.

Objective 3.1: By March 31, 2006, consultants will review and summarize capital improvements reports submitted by hospitals pursuant to subsection 2 of Nevada Revised Statutes (NRS) 449.490.

Objective 3.2: By April 30, 2006, consultants will report on the needs as identified by the capital improvements reports.

Action Steps	Person(s) Responsible	Due Date or Timeline	Resources Needed
Review and summarize capital improvements reports submitted by hospitals.	Graduate Assistant I and II	March 2006	Internet
Include capital improvements report needs as part of the needs assessment.	Health Care Planning Project Manager	April 2006	Computer

II. B. Work Plan (cont.)

Legislative Committee on Health Care Objective #4: Prepare a report to the Nevada State Legislature that outlines the contractors' findings and includes without limitation: a) recommendations regarding existing resources and the reallocation of those resources, b) recommendations regarding action for the improvement of Nevada's health care system, and c) recommendations for short-(5 yr.) and long-term (10 yr.) plans to address major areas of concern and cost estimates for such plans.

Goal 4: To develop the comprehensive Nevada Health Care Plan to address the health care needs of Nevadans.

Objective 4.1: By June 6, 2006, consultants will develop the comprehensive Nevada Health Care Plan.

Action Steps	Person(s) Responsible	Due Date or Timeline	Resources Needed
Write Part I of the comprehensive Nevada Health Care Plan for the Legislative Committee on Health Care to include 1) demographic data, 2) a needs assessment, 3) a resource inventory, and 4) a gap analysis.	Health Care Planning Project Manager	December 2005-June 2006	Computer
Write Part II of the comprehensive Nevada Health Care Plan for the Legislative Committee on Health Care to include 1) recommendations regarding existing resources and the reallocation of those resources, 2) recommendations regarding action for the improvement of Nevada's health care system, and 3) recommendations for short- (5 yr.) and long-term (10 yr.) plans to address major areas of concern and cost estimates for such plans.	Health Care Planning Project Manager, Health Care Research Analyst, and Health Care Fiscal Analyst	May-June 2006	Computer, Access, Excel

II. C. Timeline

PROJECT ACTIVITIES	2005	2006					
	DEC	JAN	FEB	MAR	APR	MAY	JUN
Review current reports to determine health care needs in this state							
Further analyze data in current reports as needed for project							
Collect and report on demographic data							
Research reports and documentation from all relevant agencies							
Develop instruments for collection of data to collect information/determine needs related to monitoring and improving quality of care provided to patients and patients' access to care and/or service							

II. C. Timeline (cont.)

PROJECT ACTIVITIES	2005	2006					
	DEC	JAN	FEB	MAR	APR	MAY	JUN
Collect data using survey instrument described above							
Develop database and input survey data							
Analyze survey data related to monitoring and improving quality of care							
Attend Legislative Committee on Health Care meetings and take notes on current health care reports/presentations and provide presentations regarding development of Plan							
Write needs assessment based on data collected from reports, surveys, and agencies							

II. C. Timeline (cont.)

PROJECT ACTIVITIES	2005	2006					
	DEC	JAN	FEB	MAR	APR	MAY	JUN
Develop survey instrument to determine available resources in Nevada based upon needs identified in needs assessment							
Collect data using survey instrument described above							
Develop database and input survey data							
Analyze survey data for resource inventory							
Write resource inventory							

C. Timeline (cont.)

PROJECT ACTIVITIES	2005	2006					
	DEC	JAN	FEB	MAR	APR	MAY	JUN
Write gap analysis based on needs assessment and resource inventory findings							
Review and summarize capital improvements reports submitted by hospitals							
Include capital improvements reports needs as part of the needs assessment							
Write Part I of Plan to include 1) demographic data, 2) a needs assessment, 3) a resource inventory, and 4) a gap analysis							
Write Part II of Plan to include 1) recommendations regarding existing resources and reallocation of those resources, 2) recommendations regarding action for improvement of Nevada's health care system, and 3) recommendations for short and long plans to address major areas of concern and cost estimates for plans							

III. DATA MANAGEMENT/ANALYSIS

- Health Care Research Analyst will develop all data collection instruments (i.e., surveys, interview guides)
- Health Care Research Analyst will develop databases for data management and analysis (will also develop data entry forms/templates to simplify data entry process)
- Graduate Assistant will enter data into databases
- Software to be used: Microsoft Access [and Statistical Package for the Social Sciences (SPSS) if needed]
- Can import/export between Access and Excel
- Health Care Research Analyst will manage and analyze data

IV. STAFFING

Health Care Planning Project Manager; Sara McConnell, MPA

The Health Care Planning Project Manager is responsible for all activities related to the coordination and report writing of the planning components; these include: 1) collection of demographic data as it relates to Nevada residents, projected population, number of practicing health care professionals, and number and rate of uninsured; 2) the needs assessment, 3) the resource inventory, and 4) the gap analysis. Ms. McConnell will also assist in the summarization and analysis of data as it relates specifically to the demographic data, the needs assessment (including data related to capital improvements reports submitted by hospitals), the resource inventory, and the gap analysis. In addition, Ms. McConnell will assist in writing additional sections of the comprehensive Nevada Health Care Plan to include: 1) recommendations regarding existing resources and the reallocation of those resources, 2) recommendations regarding action for the improvement of Nevada's health care system, and 3) recommendations for short- (5 yr.) and long-term (10 yr.) plans to address major areas of concern and cost estimates for such plans.

Ms. McConnell will attend all meetings of the Legislative Committee on Health Care between 12/13/06 and 06/06/06, and present information to the committee with regard to this proposed project. She will also be responsible for the oversight of the Graduate Assistant I, and will share oversight duties with the Health Care Research Analyst for both the Health Care Planning Coordinator and the Health Care Fiscal Analyst positions. Ms. McConnell will travel to Las Vegas four times to meet with the Health Care Planning Coordinator in an effort to assure appropriate planning activities are taking place in Southern Nevada.

IV. STAFFING (cont.)

Health Care Research Analyst; Dina Hunsberger, PhD, MPH

The Health Care Research Analyst is responsible for: 1) the development of all data collection instruments; 2) data collection training with other staff members who will assist in collecting data; 3) collecting primary and secondary data; 4) developing databases for all data collected; 5) managing all databases developed; 6) training staff members who will assist with data entry; and 7) summarizing/interpreting/analyzing data for inclusion in the comprehensive plan. In addition, Dr. Hunsberger will assist in writing additional sections of the comprehensive Nevada Health Care Plan to include: 1) recommendations regarding existing resources and the reallocation of those resources, 2) recommendations regarding action for the improvement of Nevada's health care system, and 3) recommendations for short- (5 yr.) and long-term (10 yr.) plans to address major areas of concern and cost estimates for such plans.

Dr. Hunsberger will attend all meetings of the Legislative Committee on Health Care between 12/13/06 and 06/06/06, and present information to the committee with regard to this proposed project. She will also be responsible for the oversight of the Graduate Assistant II and will share oversight duties with the Health Care Planning Project Manager for both the Health Care Planning Coordinator and Health Care Fiscal Analyst positions. Dr. Hunsberger will travel to Las Vegas four times to meet with the Health Care Planning Coordinator in an effort to assure appropriate research and data collection activities are taking place in Southern Nevada.

IV. STAFFING (cont.)

Health Care Planning Coordinator; Unnamed

The Health Care Planning Coordinator will be positioned in Las Vegas and will be responsible for researching southern Nevada organizations and professionals from which information will be solicited from for this Plan in the Southern Nevada region. This position will be trained to collect data using the methods and data collection instruments developed by the Health Care Research Analyst. This position will forward all data collected for Southern Nevada to the Health Care Research Analyst for data entry and analysis. The Health Care Planning Coordinator will have weekly teleconference meetings and a minimum of four face-to-face meetings with the Health Care Planning Project Manager and the Health Care Research Analyst.

Health Care Fiscal Analyst; Unnamed

The Health Care Fiscal Analyst will be responsible for 1) developing fiscal recommendations related the reallocation of resources as they relate to the improvement of Nevada's health care system, and 2) providing cost estimates for the implementation of recommendations for short-(5 yr.) and long-term (10 yr.) plans to address the major health areas of concern that are identified in the Plan. This person will only work on this project for a one month period from May 1, 2005-June 1, 2005.

IV. STAFFING (cont.)

Graduate Assistant I; Unnamed

The Graduate Assistant I will assist with all related planning activities associated with the 1) collection of demographic data as it relates to Nevada residents, projected population, number of practicing health care professionals, and number and rate of uninsured; 2) the needs assessment, 3) the resource inventory, and 4) the gap analysis. Examples of duties will include physician interviews, summarizing capital improvements reports submitted by hospitals, collecting information related to existing health-related resources in Nevada.

Graduate Assistant II; Unnamed

The Graduate Assistant II will assist with research, data collection and data entry activities. Examples of duties will include researching reports and documentation from relevant sources, data collection using instruments developed by the Health Care Research Analyst, and data entry.

V. A. Line Item Budget

Personnel (Contractual) - \$277,000

Health Care Planning Project Manager	\$101,000
Health Care Research Analyst	\$101,000
Health Care Planning Coordinator	\$45,000
Health Care Fiscal Analyst	\$14,000
Graduate Assistant I	\$8,000
Graduate Assistant II	\$8,000

Fringe - \$1,760

Graduate Assistant I	\$880
Graduate Assistant II	\$880

Travel - \$4,176

Southern Nevada Travel	\$3,936
Local Travel	\$240

Supplies - \$15,308

Consumable Office Supplies	\$2,500
Photocopying Services	\$5,000
Postage	\$808
Reports/Lists	\$7,000

Other - \$1,756

Class Credits for Graduate Students	\$1,756
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TOTAL BUDGET REQUEST: \$300,000

CONCLUSION

Thank you for your time and consideration for this project.

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