

CHART PHASE 2 STRATEGIC PLANNING: FAQs

DELIVERABLES and TIMELINE

1. When can we expect feedback from the HPC on our strategic planning proposal?

The HPC will provide feedback on your strategic planning proposal as expeditiously as possible after review.

2. If our Program Officer has expressed agreement with our strategic planning proposal, can we begin our strategic planning activities?

No. The strategic planning proposal must be submitted to the HPC (HPC-CHART@state.ma.us) by the deadline and strategic planning activities may commence only after receiving written approval from the HPC.

3. Are we required to use data in addition to our monthly and periodic CHART reports for strategic planning?

If you are able to execute your strategic planning objectives without new or additional data sources, then your existing data measures may be sufficient. However, we strongly encourage teams to consider additional data elements or measures that may complement your analyses, including financial data.

4. Deliverable 2: strategic planning document(s) must be submitted prior to the end of our Period of Performance in CHART Phase 2. When is the end of our Period of Performance?

The end of the Period of Performance is 24 months following the date of your CHART Phase 2 program's launch. For example, if your CHART Phase 2 program launched on November 1, 2015, your Period of Performance will end on October 31, 2017, as specified in the Implementation Plan and Award Contract documents.

5. Will the HPC require a specific format or template for our hospital strategic plan (Deliverable 2)?

No, the HPC will not require a specific format for deliverable 2. We recognize that the end-user of the strategic plan is your hospital. Accordingly the format should be one which is most useful to the hospital.

FUNDS

6. How much funding is available for strategic planning?

See CHART Phase 2 Terms and Conditions Section 5.4 ("Strategic Planning payment") and/or the Strategic Planning section of the approved Budget for the amount of CHART Phase 2 funding available to your hospital for strategic planning.

7. If we have already begun strategic planning activities, can we use CHART Phase 2 strategic planning funds to fund strategic planning activities that are already underway?

CHART Phase 2 strategic planning funds are only for strategic planning activities that have been approved by the HPC. If you have already begun strategic planning activities, please contact the HPC to discuss.

8. May we request only a portion of our strategic planning funds?

Yes, if your strategic planning proposal only requires a portion of your strategic planning funds, you may submit a proposal outlining the case for this. However, after the submission deadline on March 17, 2017 at 5pm, the HPC will assume forfeit of the remaining strategic planning funds. The HPC will not accept requests to allocate any forfeited strategic planning funds to other expenses in CHART Phase 2.

9. Can we engage in joint strategic planning efforts with another CHART Phase 2 hospital?

Yes, hospitals (including those that are part of a joint award) may propose a collaborative strategic plan.

10. If we are under budget for our CHART Phase 2 program, are we still eligible to receive strategic planning funds?

Yes. See the CHART Phase 2 Terms and Conditions Section 5.4 (“Strategic Planning”) and/or the Strategic Planning section of the approved Budget for the amount of strategic planning funds available to your hospital.

11. When will we receive the strategic planning funds?

Strategic planning funds will be disbursed after review and approval of your strategic plan, i.e., Deliverable 2.

STAKEHOLDER ENGAGEMENT

12. Are we required to work with community-based agencies and non-hospital providers to create our strategic planning proposal?

Programs are encouraged, though not required, to engage with relevant stakeholders in the creation of their strategic planning proposal to ensure the resulting strategic planning activities are responsive to your healthcare system and the community you serve.

13. Can Collaborative Healthcare Strategies (Amy Boutwell) serve as a consultant or stakeholder we engage with in developing our strategic planning proposal?

Because Dr. Boutwell is under contract with the HPC for CHART Phase 2, she cannot also be under contract with the hospital for CHART Phase 2 related work. We encourage teams to consider strategies for sustainability discussed in standard TA sessions to inform their proposals; however, TA sessions should not be used to create deliverables for the purposes of strategic planning.