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PERFORMANCE IMPROVEMENT PLAN

Proposal

## Instructions

Before completing Your proposal, please refer to the PIP General Instructions.

Narrative Responses: Provide a concise but comprehensive written response to each of the below questions (~ 500 words per question). Responses must provide sufficient detail for the reader to understand the justification for and framework of the proposal as well as Your plan for implementation. Narrative responses should not include nonpublic information.

Attachments: Provide any information and documentation necessary to support Your proposal as attachments, identifying the section of the proposal to which each attachment relates. Certain sections below note where attachments are required, but You may supplement any section of Your public-facing response with attachments. Nonpublic clinical, financial, strategic or operational information You want the HPC to keep confidential pursuant to 958 CMR 10.14 should be included only in attachments, and must be clearly identified as confidential. You may submit numerical and tabular data as Microsoft Excel files.

## Contact Information

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| PIP Entity Name: | | *Click here to enter text.* |
| Date of Filing: | *Click here to enter text.* | |
| Federal Tax ID #: | | *Click here to enter text.* |

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| I. Description of Your Organization |

Briefly describe Your organization.

*Click here to enter text.*

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| II. Savings Target |

*The overarching aim of the PIP must be to successfully reduce healthcare spending for Your members or patient population. The HPC will evaluate savings targets in the context of Your historic spending and growth trends.*

1. Briefly describe your quantitative target for spending reduction and Your timeline, including a phrase such as, *“*My organization will reduce healthcare spending by at least \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on or before \_\_\_\_\_\_\_\_\_\_\_\_.”

*Click here to enter text.*

1. Explain why Your organization selected this target and how the target will address concerns regarding Your organization’s spending growth.

*Click here to enter text.*

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| III. Causes of Growth |

Describe the factors You have identified as the main cause(s) of Your excessive cost growth.

Attachments: Provide data and evidence sufficient to support Your narrative response.

*Click here to enter text.*

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| IV. Interventions Evidence and Impacts |

*You may choose to implement a single intervention or many interventions to achieve Your savings target. In reviewing the proposed interventions, the HPC will consider: a) whether the intervention is likely to influence total health care expenditures; and b) whether the total associated savings will be sufficient to reach Your savings target.*

1. Describe the specific strategies, adjustments, and/or action steps You propose to implement to achieve the savings target described above. State the goals that You anticipate achieving for each intervention (e.g., number of readmissions avoided, percentage reductions in negotiated rates for specific books of business, etc.) and quantify the expected spending impact of each goal in dollars.

*Click here to enter text.*

1. Describe how Your proposed interventions will translate into savings in total health care expenditures in the Commonwealth (i.e., demonstrate that savings will accrue to consumers, rather than solely to Your organization through reducing internal expenses).

*Click here to enter text.*

1. Identify the rationale (e.g., economic, business, clinical) for Your intervention(s).

*Click here to enter text.*

1. Describe any ways in which Your proposed interventions may generate new costs or increase existing costs and the steps You will take to mitigate any potential cost increases.

*Click here to enter text.*

1. Describe any anticipated non-spending impacts of the PIP, including any positive or negative impacts on service availability, quality of care, or service or network access for underserved populations. Describe the steps You will take to mitigate any potential negative impacts of the PIP in these areas and provide the rationale for the effectiveness of these steps.

*Click here to enter text.*

1. Identify any other entities (e.g., contracting affiliates, clinical affiliates, community partners, suppliers, or other third parties) that will be directly involved as voluntary partners in the activities contemplated under the PIP.

*Click here to enter text.*

Attachments: Provide evidence, such as peer-reviewed literature or internal data, sufficient to show that the proposed interventions are reasonably likely to address Your underlying cost growth and to be implemented successfully. Provide data or documents to support Your planned steps to mitigate any potential negative impacts of the PIP, including any steps to ensure service availability, quality of care, and access for underserved or government payer populations. Internal data must be provided in native file format (e.g., as Microsoft Excel files). To the extent Your proposed interventions or mitigation steps require the cooperation of a third-party, provide documentation or evidence that You have secured or are likely to secure that party’s support.

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| V. Measures |

*For each section below, describe how Your organization will measure its progress toward the stated target(s). For each proposed measure, define key terms (e.g., “avoidable readmission”, “low-value care”, etc.), units of measurement, and data sources. State the intervals at which You propose to measure each result.*

1. Savings Target:Describe the measure(s) that Your organization will use to assess and publicly report on Your progress toward Your savings target. The measure(s) You propose must be objective, numerical, and sufficient to determine whether savings have been passed on to payers (for provider PIP Entities) and/or consumers (for payer or provider PIP Entities).

*Click here to enter text.*

1. Interim Targets: Describe any interim outcomes expected from implementation of the PIP (e.g., X% reduction in readmissions, renegotiation of Y contracts). Interim targets should include both process goals (e.g., reducing avoidable readmissions by X) as well as financial targets (e.g., an estimated savings of $X for each prevented readmission, for a total of $Y), as applicable.

*Click here to enter text.*

1. Balancing Measures: Describe the measures Your organization will track to ensure that the proposed interventions are not negatively impacting quality or access.

*Click here to enter text.*

**Attachments:** For any measures included in Your proposal for which Your organization already collects data,provide Your baseline performance data in native file format (e.g. as Microsoft Excel files).

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| VI. Reporting and Revising |

*Your reporting and revising plan should reflect the types of interventions and measures Your organization has proposed to meet Your savings target. While the HPC expects at least quarterly reporting in any PIP proposal, some PIP proposals, such as those that aim to affect care delivery patterns, may warrant more frequent reporting (e.g., monthly dashboards).*

1. Describe Your plan for reporting to Your leadership and the HPC on implementation of the proposed interventions, savings target measure results, interim target measure results, balancing measure results, and any unexpected outcomes. All measurement results must be included in progress reports delivered to the HPC on at least a quarterly basis via in-person meetings, written reports, or testimony before the HPC Board.

*Click here to enter text.*

1. Describe Your approach to revising Your interventions as needed, including if interventions are not producing the expected results on the expected timeline, or if unanticipated negative consequences arise from the proposed interventions.

*Click here to enter text.*

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| VII. Other Filings |

Do You anticipate that any regulatory filings with the HPC or other state or federal agencies will be necessary in order to implement the proposed interventions?

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| Yes | Please list: | *Click here to enter text.* |
| No |  |  |

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| VIII. Sustainability |

Summarize Your plans to ensure that any savings or efficiencies achieved through the PIP will continue after the 18-month implementation period.

*Click here to enter text.*

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| IX. Timeline |

Submit a timeline for the implementation of Your PIP, which is not to exceed 18 months, as an attachment. Your timeline must indicate start dates, end dates, and key milestones for Your intervention(s) and incorporate the relevant dates for the measurement and reporting activities You describe in sections V and VI, respectively.

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| X. Requests for Technical Assistance |

*Please note that the provision of technical assistance by the HPC is discretionary, and that the amount and nature of technical assistance is subject to HPC staff capacity and expertise.*

Request for Technical Assistance: Yes  No

Attachments: Provide a detailed description of the nature of technical assistance being requested.