FY 2016 Health Center Controlled Networks: Project Work Plan Outline

- Use this document as a reference only. This outline does not provide a complete Project Work Plan.
- Refer to the Project Work Plan instructions found in Appendix A of the FY 2016 Health Center Controlled Networks Funding Opportunity Announcement (HRSA-16-010).
- Applicant organizations will complete their Project Work Plans directly in HRSA Electronic Handbooks (EHB). The Project Work Plan will not be uploaded as a separate file as in prior competitions.
- Goal Targets should reflect what will be achieved by the end of the three year project period, July 31, 2019.
- Activities and their respective Time Frames and Expected Outcomes should reflect what will be performed during the first 12 months of the project period, August 1, 2016 to July 31, 2017.

Project Work Plan Field	Example Applicant Response
Core Objective *Select each Core Objective, one at a time, and complete all subsequent fields for the application to be deemed eligible.*	A: Health IT Implementation and Meaningful Use
Focus Area Goal *Select each Goal, one at a time, and complete all subsequent fields for the application to be deemed eligible.*	A1: Increase the percentage of Participating Health Centers with an ONC-certified EHR system in use to 100%.
Baseline Data	
Numerator: The number of Participating Health Centers with an ONC-certified EHR system in use	11
Denominator: Total number of Participating Health Centers	15
Baseline Percentage (*EHB will populate based on numerator and denominator*)	73
Target Percentage	100
Baseline Data Source	Certified Health IT Product List (CHPL) Product Number of Participating Health Centers' EHRs
Key Factors	
Contributing Factor	The majority of Participating Health Centers are using an EHR.
Restricting Factor	Some Participating Health Centers have been reluctant to purchase ONC-certified EHRs because they lack the resources to purchase and to train staff to use an ONC-certified EHR.

Project Work Plan Field	Example Applicant Response
Activity 1	
Description	HCCN will leverage the network's purchasing power to obtain cost-savings on ONC-certified EHR systems.
Person /Area Responsible	Chief Information Officer
Time Frame	January-May
Expected Outcome	All Participating Health Centers will have an ONC-certified EHR that at least meets meaningful use stage 2 requirements at all sites.
Activity 2	
Description	Provide virtual technical assistance to help Participating Health Centers implement their newly purchased EHR, including staff training.
Person /Area Responsible	HCCN Education Director
Time Frame	March-July
Expected Outcome	Decrease average time to all providers accessing new EHR during patient care by 4 weeks for all Participating Health Centers with a newly purchased EHR.
Activity 3	
Description	Provide post-implementation virtual technical assistance to help Participating Health Centers use their newly purchased EHR.
Person /Area Responsible	HCCN Education Director
Time Frame	May-July (ongoing)
Expected Outcome	Decrease average time to full provider use of new EHR by 4 weeks for all Participating Health Centers with a newly purchased EHR.