

SAC-AA Implementation Plan

The Implementation Plan outlines the applicant’s planned goals and action steps to ensure that within 120 days of award, all sites will have appropriate staff and providers in place, and begin delivering services to the proposed community and/or target population. Additionally, it must demonstrate that all providers will be contracted/hired and all sites will be operational for the targeted number of hours within one year of Notice of Award. Refer to Appendix C of the funding opportunity announcement (FOA). This attachment is only required for new and competing supplement applicants. Applicants may choose focus areas and goals based on the list below and in Appendix C or provide different focus areas and goals based on the action steps necessary to achieve the required operational status.

Goal On separate rows, identify the goals for each focus area. Goals should describe measureable results.	Key Action Steps Identify the action steps that must occur to accomplish each goal.	Person/Area Responsible Identify who will be responsible and accountable for carrying out each action step.	Time Frame Identify the expected time frames for carrying out each action step.	Comments As desired, provide supplementary information.
Focus Area: Operational Service Delivery Program				
Goal A1: Provision of Required Services (and any Additional Services noted on Form 5A)	1. Action Step	1. Person Responsible	1. Time Frame	
	2. Action Step	2. Person Responsible	2. Time Frame	
Goal A2: Core Provider Staff Recruitment Plan	1. Action Step	1. Person Responsible	1. Time Frame	
	2. Action Step	2. Person Responsible	2. Time Frame	
Goal A3: System for Professional Coverage for After Hours Care	1. Action Step	1. Person Responsible	1. Time Frame	
	2. Action Step	2. Person Responsible	2. Time Frame	

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Goal A4: Admitting Privileges	1. Action Step	1. Person Responsible	1. Time Frame	
	2. Action Step	2. Person Responsible	2. Time Frame	
Goal A5: Readiness to Serve the Target Population	1. Action Step	1. Person Responsible	1. Time Frame	
	2. Action Step	2. Person Responsible	2. Time Frame	
Focus Area: Implementation of the Compliant Sliding Fee Discount Program (SFDP) and Billings and Collections System at Proposed Site(s)				
Goal C1: Implementation of a Compliant Sliding Fee Scale	1. Action Step	1. Person Responsible	1. Time Frame	
	2. Action Step	2. Person Responsible	2. Time Frame	
Goal C2: SFDP and Billing and Collections Policies and Procedures	1. Action Step	1. Person Responsible	1. Time Frame	
	2. Action Step	2. Person Responsible	2. Time Frame	