CT PI Project Timeline

Task	Due Date	Interim Tasks
Review and select 50 viable PIs	12/5/06	
Identify and document operational definitions and technical specifications of PIs	12/15/06	
Revise indicators and specifications after receipt of feedback from DSS	2/15/07 (Date may slip a bit depending on date of receipt feedback)	• Obtain feedback from DSS (DSS will provide feedback in Jan. 2007) • Revise indicators and specifications as necessary • Edit and format final indicator specification document
Audit data available from CT and review its quality	4/31/07	• Identify individuals to interview at DSS, DCF and VO (Teddi Creel/DSS; Ray Richetti/VO; check with Karen Andersson re: DCF) • Schedule interviews for early March
Develop confidentiality procedures	4/31/07	• Identify relevant federal requirements (contained largely in: http://www.fcsm.gov/working-papers/spwp22.html) • Identify state requirements that may differ from federal requirements. o Identify state experts (Marc Shok) • Identify procedures to implement confidentiality requirements
Develop data collection & processing procedures	5/31/07	
Develop procedures for risk adjustment	Not Applicable	

Hold conference for stakeholders to introduce performance measurement system	9/30/07	Begin conference planning 6/1/07 • Set date • Identify location • Identify invitees • Identify materials for participants • Produce overheads and participant materials
Provide necessary technical support to DSS and DCF	10/31/07	
Implement performance measurement system, including: • oversight of data collection • produce model for consolidated quarterly management reports	8/31/07	• Identify reporting period for initial report (Calendar Year 2006 + Q1 and Q2 2007 updates) • Develop timeline for DSS, DCF and VO reporting (2/1/07) • Compile quarterly report
System documentation including: • procedure manual • technical specifications • reporting formats & descriptions of how PIs are used to manage the system • data dictionary • decision rules for high/low performance • design of data audits & quality control procedures • data transmission & distribution procedures • contract PIs, benchmarks, and targets • monograph for publication • all necessary assistance with a report on planning, implementation and evaluation of system	9/30/07	• Data dictionary complete as of 2/15/07 • Identify current data auditing procedures • Identify current data submission paths
KidCare quarterly management reports	10/31/07	
Summary of conference	10/31/07	
Final narrative report documenting the development and implementation of the performance indicator system	10/31/07	