

**COSIG – PROGRAM EVALUATION (PE) COMMITTEE WORKPLAN**  
**(Revised 12/20/06)**

<b>PROGRAM EVALUATION TASKS</b>					
<b>Goal # Priority</b>	<b>Goal &amp; Action Steps</b>	<b>Begin Date</b>	<b>Target Date</b>	<b>Responsible Parties</b>	<b>Strategies/Progress Notes/ Comments</b>
<b>1</b>	<b>Fidelity Assessment</b> 1. Prepare & disseminate a statewide report of the fidelity assessment findings. 2. Identify benchmark for achievement of status of COD Capable & incorporate into fidelity assessment process. 3. Refine fidelity assessment process & procedures. 4. Identify resource needs & establish implementation plan for ongoing fidelity assessments 5. Organize schedule for follow-up fidelity assessments for FY07-08	<b>1/04/07</b>	<b>1/16/07</b>  <b>1/30/07</b>  <b>6/30/07</b>  <b>6/30/07</b>  <b>6/30/07</b>	Evaluation Committee	1. identify core areas of need for focus of strategic action 2. use of 80% rule; critical items?  3. in collaboration with national consortium (RWJ grant; CPDD meeting in June, 2007)
<b>2</b>	<b>Process Evaluation</b>  <i>Local &amp; Statewide Plan Implementation</i> 1. Develop & implement a standardized progress report template for quarterly local reporting 2. Develop an evaluation plan for quarterly eval of COSIG initiative	<b>1/04/07</b>	  <b>3/30/07</b>  <b>6/30/07</b>	Evaluation Committee	<i>Plan Implementation</i> 1. reference local plan and results of local fidelity assessment 2. inclusive of resources needed to implement evaluation activities

	<p>3. Initiate quarterly monitoring process</p> <p><i>Leadership Summit-II</i></p> <p>1. Provide support in organizing and implementing Summit meeting.</p> <p>2. Plan Summit participant evaluations.</p> <p>3. Disseminate Summit participant evaluation results.</p> <p><i>COSIG - PPG/NOMS Implementation</i></p> <p>1. Implement national PPG process measure # 2 as per COSIG project requirements.</p> <p>2. Implement national PPG process measure # 1 as per COSIG project requirements</p>		<p><b>7/30/07</b></p> <p><b>2/01/07</b></p> <p><b>6/30/07</b></p> <p><b>4/04/07</b></p> <p><b>9/30/07</b></p>		<p>3. through use of local focus groups &amp; surveys</p> <p><i>Summit-II</i></p> <p>1. April 2-4, 2007</p> <p><i>PPG/NOMS</i></p> <p>1. administrative indicators</p> <p>2. client service indicators</p>
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<b>3</b>	<p><b>Screen &amp; Assessment</b></p> <p>1. Pilot use of the MINI system as an integrated screening instrument in each agency.</p>		<b>3/30/07</b>	Evaluation Committee	
<b>4</b>	<p><b>Ongoing Collaboration Action with other COSIG Committees</b></p> <p>1. Collaborate with IM Committee in establishing dataWarehouse</p>		<b>Ongoing</b>	Evaluation Committee	1. as a resource for ongoing monitoring & evaluation of implementation of COSIG

	<p>2. Collaborate with IM Committee to establish regular collection of formal diagnoses in each agency</p> <p>3. Collaborate with COSIG Curriculum committee in establishing means of assessing staff core competencies in delivering co-occurring capable services</p> <p>4. Collaborate with the Clinical Protocol Committee in COCE screening &amp; assessment consultation &amp; work with BHTF</p>		<b>Ongoing</b>	Evaluation Committee	<p>2. to support identification of persons with COD as per definition</p> <p>4. to finalize a standardized process &amp; procedures for integrated screening &amp; assessment</p>
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