

**CALIFORNIA ED DIVERSION PROJECT
WORK PLAN**

Task Number	Phase & Key Activities	Staff	2006				2007				2008																
			Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul		
Year One - Assessment																											
1	Develop and initiate periodic meetings of the Advisory Committee - Identify members - Three to four meetings anticipated throughout the project - Provide guidance and input on the study	MJW, DO	█																								
2	Study the current status of ED diversion in each EMS region - Conduct a survey or ED diversion metrics (e.g. hours, of load times, EMS transports) of the 36 regions - Collect OSHPD/demographic data by region of ED data, ED admissions, utilization rates for benchmarking - Complete a report on the current state of ED diversion for each region - Provide a status report of findings to the Foundation - Work with the Foundation on a briefing session of the current findings	MJW, KH, BB	█	█																							
3	Conduct in-depth site visits to the eight targeted counties on ED and EMS diversion avoidance best practices - Contact EMS agencies on purpose and input needed - Develop a recommended list of hospitals and EMS providers to site visit - Develop script of questions and an inventory list of best practices - Conduct site visits - Inventory other national and state best practices - Prepare analysis of "what works" and "what does not" - Prepare progress report on best practices - Develop final report on best practices	MJW, PT, BB, BS			█	█	█	█	█	█																	
4	Prepare study intra/internet site for publishing best practices and eventual interactive participant features - Complete a needs assessment for the scope of the site - Retain a web site consultant - Prepare, test and finalize web site	MJW + Consultant			█	█	█	█	█																		
Year Two - Collaborative Process																											
5	Establish the final framework of the collaborative process - Identify the final list with agreements of the collaborative counties (4) - Develop a final schedule of collaborative steps, site visits, summits, monthly conference calls, etc - Finalize all intranet site features necessary for participant interaction - Provide initial progress report on collaboration plan	MJW, PT, BB					█	█	█	█	█																
6	Conduct the collaborative process - Conduct baseline diagnostic meetings with each participating county and their participating stakeholders - Develop final study data needs, run charts, dashboard and key performance indicators (KPIs) - Publish master schedule of activities - Conduct scheduled coaching site visits monthly conference calls, didactic sessions - Conduct summits - Report on initial collaboration progress	MJW, PT, BB, BS																									█
7	Publish final results - Prepare and report on the progress of the participating counties as compared to the goals - Publish and make public the web site - Prepare draft report with data results - Prepare final report - Work with the Foundation on a briefing session of the results	MJW, PT, BB																									█

Staff: MJW - Mike Williams, BB - Bill Bullard, PT - Pam Turner, RN, MBA, KH - Kathleen Hurley, DO - David O'Neil