Draft Invitation for ACH Backbone Letters of Interest

Background

The partnership working to establish a North Central Accountable Community of Health (NCACH) must determine during 2015 the manner in which administrative support and related services (called Backbone Support Functions) will be provided for NCACH after its formal designation as an ACH in 2016. The NCACH Leadership Group is working under HCA Design Grant funding to address this and other issues in an effort to lay the groundwork for a successful Accountable Community of Health in our area. Further information on ACHs from the Health Care Authority is attached.

Backbone Support Functions are needed to enable NCACH to serve as an effective partner with state agencies in upcoming health care reform initiatives, and to act as an effective advocate for our communities as we adapt to these changes. Backbone Support Functions include the following activities conducted under Governing Board direction:

1. As a public or nonprofit entity, apply for, accept, manage and be accountable for funding from state agencies and other sources to address NCACH objectives.
2. Hire and supervise NCACH staff.
3. Support NCACH’s participation in monitoring and evaluation efforts regarding ACH functions, care improvement, and population health improvement.
4. Develop proposals for funding and for other purposes.
5. Produce reports on Community Health Needs Assessments, Community Health Improvement Plans, and other NCACH topics.
6. Provide staff support to the Governing Board and its standing committees, to the Advisory Council, to the Coalitions for Health Improvement, and to other workgroups or committees that are part of the NCACH effort.
7. Support the Governing Board in developing options for sustainability and fundraising as Federal start-up funding diminishes.
8. Develop communication tools and documents for use in communicating about ACH purposes and initiatives with stakeholders and with the public.
9. Organize meetings and conferences that advance NCACH goals.
10. Collect and analyze data on health and health care in NCACH communities, interfacing effectively with state-level resources including the all payer’s database.
11. Facilitate effective relationships among key NCACH stakeholders and with state agencies and programs, such as the Practice Transformation Support Hub.

Any qualified public or nonprofit entity could provide these services given appropriate agreements with NCACH allowing effective oversight of ACH functions by the NCACH Governing Board. More than one organization could be involved in providing these services. For example, one organization could provide data collection and analysis services while a second organization could provide the other backbone services. Another option is to form a new nonprofit entity to provide ACH Backbone Support Services. It is important that any backbone support organization be considered a neutral party capable of convening the wide variety of partners involved in the ACH’s work. The purpose of this invitation is to determine what North Central Washington organizations, if any, are interested in exploring the possibility of becoming the NCACH backbone organization. No commitment is requested at this point. The point of this invitation is only to open a discussion with organizations interested in the possibility.

This invitation is being circulated widely to include as many community organizations and agencies as possible. If you have questions or would like to discuss this further, please feel free to contact any of these Leadership Group members:

 Perhaps a sub-team of the Leadership Group. Would the team that agreed to re-convene on May 1st be agreeable to fielding these questions? Per minutes, members of the sub-group are Jeffrey, Nancy, Jeff, Jesus, Ken and Barry

To indicate an interest in the possibility of providing Backbone Support Functions, please send a letter or email indicating that interest to:

 Who?Deb Miller at Community Choice? Barry Kling at C/D Health District

It is requested that letters be submitted by May 31, 2015.

Attachment 1 – SWWA RHA Executive Director Primary Responsibilities (“RHA” replaced with NCACH”)

1. Provide executive leadership to the NCACH Board and its committees.
	* Prepare materials, attend and participate in board and Executive Committee meetings.
	* Recommend goals and objectives for any annual and long-range plans of the organization.
	* Ensure that plans, goals and objectives adopted by the Board are implemented and provides regular monitoring and reporting to the Board in this regard.
	* Provide annual Executive Director work plan to Board and reports at least annually on achievement of work plan objectives.
2. Develop and maintain excellent working relationships with appropriate federal, state and local governments; public and private organizations; and other agencies and individuals to foster broad awareness about health and human services in SW WA to support the work of the NCACH to achieve the Triple AIM through the creation of health care neighborhoods.
3. Lead the organization’s fund development activities (e.g., pursuing available grant opportunities and developing pilot concepts for submission to HCA) to ensure adequate funding is available for planning, implementing, and sustaining the NCACH.
4. Develop and recommend the annual budget for approval by the Board of Directors.
5. Build relationships and promote strong collaborative working relationships among all organizations, groups and individuals on the NCACH Board and involved in the NCACH network.
6. Ensure that appropriate data and information are both available as part of NCACH’s accountability to its funders and to support appropriate planning and decision-making.
7. Ensure compliance with grants and contracts obtained by the NCACH. In FY 2015, this includes the HCA Design Grant deliverables outlined in the HCA/NCACH contract, including:
	1. ACH governance model covering the full RSA
	2. ACH engagement strategy
	3. Capacity development, including the backbone support needed for community engagement and community mobilization
	4. Development of the backbone support within the ACH, including community support and endorsement
	5. Regional Health Needs Inventory to reflect the RSA and plans to finalize and/or implement a Regional Health Improvement Plan
	6. Initial plan for sustainability
	7. ACH readiness proposal
	8. Attend and participate in statewide ACH meetings as scheduled
8. Ensure appropriate implementation of the organization’s legislative and public policy agendas and work to prepare board members for any presentations/meetings.
9. Ensure operations remain within the Board approved budget.
10. Ensure that appropriate organizational evaluations occur in order to maintain high Quality Assurance standards.
11. Ensure that all NCACH activities are provided within the scope of the organization’s Articles, Bylaws and status as a 501(c) (3) non-profit organization and in accordance with all applicable rules, regulations and laws.
12. Perform other related duties as assigned.