

Medical Quality Initiative: Pharmacy Phase One (revised 10.16.06)

Charter Statement

PART 1.

Project Description	Provide research, data analysis, and recommendations to address pharmaceutical cost-containment solutions from a system and statewide perspective.
User Areas	Injured workers, employers, pharmacies, medical providers, workers' compensation insurers, third party administrators, and self-insured employers.
Project Overview	The project will explore cost-containment models from a statewide perspective and will focus on systemic solutions.
Key Objectives	Together with key stakeholders, the project will provide research, analysis, and recommendations relating to systemic solutions to pharmaceutical cost containment.
Key Benefits	The project will provide WCD Executive Team with a comprehensive analysis of pharmaceutical cost-containment models.
Key Deliverables	Provide a report to WCD Executive Team, including the following: <ul style="list-style-type: none"> ▪ Summary of 2003 Taskforce ▪ Summary of key research papers, WCRI, NCCI, Heinz Report ▪ Summary of cost-containment models i.e., Oregon Drug Prescription Plan, Oregon Office of Medical Assistance Programs, Oregon Medical Insurance Pool, Oregon Public Employees' Benefit Board ▪ Summary of key stakeholder interviews ▪ Data analysis ▪ Recommendations
Measures of Success	WCD Executive Team will be provided with a comprehensive, objective report and recommendations relating to pharmaceutical cost containment
Key Assumptions	<ul style="list-style-type: none"> ▪ DCBS will support the project. ▪ Stakeholders will participate in providing data and information.
Scope	Research, review, and provide recommendations regarding pharmaceutical cost-containment models.
Tactical Fit with Other Projects	Within DCBS: <ul style="list-style-type: none"> ▪ Regulatory Redesign ▪ Other MQI projects ▪ Division 09 and 010 rule making ▪ Medical Advisory Committee (MAC) ▪ Management and Labor Advisory Committee (MLAC)
Delivery Window	By end of 4 th quarter 2006.
Cost Constraints	None for this project
Stop Criteria	A decision by DCBS director, WCD administrator, or WCD Executive Team.

Other	Project managers and sponsor will meet monthly to review status of project. WCD Executive Team is to be updated at least every 30 days.
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Workers'

Authorized By: Kevin Willingham **Division:** Compensation **Phone:** 503.947-7731 **Date:** 7/25/06

Part 2. (Completed by discussion with IMD)

Intra-Project Priorities

Rank the following in importance from 1st to 4th:	1st	2nd	3rd	4th
Functionality: how important is it that every deliverable/function is completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality: how important is it that each completed deliverable/function is perfect?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schedule: how important is the timeline?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cost: how important is the overall cost in \$ and staff time?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part 3. (Completed by IMD)

Cost Estimate (rough estimates to be used for prioritizing projects, not guaranteed cost estimates)

Estimates	Low	High	Comments
Development Hours			
Hardware Costs	0	0	
Software Costs	0		
Consultant	0	0	
Other			
Other			

Submitted for Portfolio by: _____ Date: _____
(sponsor signature)

Part 4. (Complete and redistribute charter when the following occurs/changes)

Project Manager Assigned Holly Mercer **Date:** July 11, 2006

Roles and Responsibilities (have intialed)

Name	Role	Responsibilities	Time Commitment
Kevin Willingham	Sponsor	Prepare preliminary charter and approve final charter; help remove any potential roadblocks; meet with project managers and provide guidance as needed.	24 hours thru 12/31/06
John Shilts	Administrator	Support and endorse project by meeting with project manager and sponsor.	8 hours through 12/31/06
Holly Mercer	Project manager	Organize the project, select team members for a small internal committee. Prepare for the meetings and select and prepare materials for the team. Prepare interim and	300 hours through 12/31/06

		final report drafts. Meet with project sponsors periodically and report to Executive Team as requested	
Nanci Johnston	Assistant project manager	Assist the project manager with the above duties. Assist with stakeholder interviews.	180 hours through 12/31/06
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Debra Buchanan, Kathy Thomas, Nathan Johnson, Sata Hackenbruck, Tracy O'Connor	Team members WCD Staff includes project mgr, asst mgr, staff including at least one MRU rep and research lead; IMD staff	Review and evaluate the concepts and ideas raised by the stakeholders and the WCRI report and those generated by the work team. Work collaboratively with the other team members to achieve agreement on recommendations to modify the rules, regulations, and fees regarding prescription drugs in Oregon's workers' compensation system. Assist the project manager in drafting/editing a report to the administrator.	Weekly 1 hour meetings and preparation for meetings between 2 – 5 hours per week through 12/31/06 = 120 hours per team member

Charter Revision History including Reasons and Impacts

Revision - Identify what was changed in the project charter	Reason - Why did we decide to change?	Impact - Cost, schedule and functionality impacts?	Date
Deleted Interim Benefit Study Report	Interim Benefit Project timeline was not in alignment with this project.		10/16/06