E000523

Arthritis

Principal Provisions of DRMP Guidelines

A. General

1. Purpose of the DRMP program is to support the planning and development of pilot arthritis centers.
2. A pilot arthritis center is comprised of an institution, or a group of institutions and facilities which jointly extend comprehensive services, and the population area which it/they principally serve. Pilot projects improve or expand planning or development of the institution, and/or the mechanisms through which it reaches the patient population.
3. The character approvable pilot arthritis proposals is feasibility, or start-up.

B. "Must" Requirements

1. Proposal must be approved by the RMP's RAG
2. Purpose must relate to defined needs
3. Activities must relate, and build on existing resources, capabilities.
4. Activities must presently, or in projection of impact, result in improved quality of care, access to care, and/or linkage and coordination of resources.
5. Proposal must relate to a plan which establishes the scope of the proposal as an effective contribution to broader care organization and delivery needs.
6. Activities must be capable of completion within the funded period, or present evidence of reasonable likelihood of continued support with non-RMP resources.
7. Proposals must include an evaluation plan, or activity, which appears pertinent and effective as a means of quantifying/qualifying outcome.
8. Proposals must avoid use of RMP funds for prohibited activities (outside RMP mission: e.g., training, research, construction, direct patient care costs).
9. Proposals must fully comply with Guideline requirements, unless a full explanation provides a valid reason for deviation.
10. Proposals must have been submitted to CHP for comment. Where comment is critical, the RAG's disposition, or realignment of the proposal should be clearly indicated. When the CHP has failed, or declined to comment, the file must be appropriately annotated.

C. "Should" Requirements

1. Both planning and performance of arthritis activities should reflect multi-disciplinary involvement.
2. Planning and performance should involve non-arthritis specialties and community resources.

3. Proposals should be complete with regard to the execution of activities (i.e., what is to be done, when, how, where, and by whom).
4. Non-RMP support should be reflected in order that the full spectrum of work can be discerned in the proposal.

Draft

Staff Review Format

Region: _____

Reviewer: _____

A. Identification of the pilot arthritis center. The DRMP authority addresses planning and development of pilot arthritis centers. The Guidelines extend the "institution" depiction of a center to include the medical service area; i.e., the arena in which functions are performed. In this context, a recent workshop group comprised of authorities in the arthritis field noted that "a center is an organizational plan rather than just a facility".

A principal purpose of review of grant applications for DRMP support of pilot arthritis centers is the segregation of those proposals which display a "center" profile from those which do not.

	No.	Yes	Not Reported
1. The activities are based on, or related to:			
a. large community hospital	____	____	
b. research and teaching institution	____	____	
c. combination of these & the above & Other	____	____	
2. The central facility (us) in (1) above provide individually, or jointly.			
a. basic/clinical research	____	____	
b. research laboratory facilities	____	____	
c. service laboratory services	____	____	
d. in-patient clinic	____	____	
e. out-patient clinic	____	____	
f. professional training	____	____	
g. patient education	____	____	
h. public education	____	____	

3. The treatment and care resoruces of the center include services of:	No.	Yes
a. Rheumatologists	____	____
b. Orthopaedists	____	____
c. Nurse or other Coordinator	____	____
d. Nurses	____	____
e. Technicians (lab & other)	____	____
f. Clerks	____	____
g. Secretary (ies)	____	____
h. Physical Therapist	____	____
i. Occupationsl Therapist	____	____
j. Orthotist (Braces)	____	____
k, Neurologist	____	____
l. Physiatrist	____	____
m. Psychiatrist	____	____
n. Podiatrist	____	____
o. Medical records/record personnel		
p. Social Worker		
q. Other (identify)		
_____		
_____		
_____		

B. Scope of the proposal. The language of the DRMP authority, and the sense of the Guidelines, require that proposals be "pilot programs"; they cannot properly be Region-wide operational care delivery programs which attest to Regional advancement beyond the "pilot" stage; neither

should they be isolated single activities which fall short of the "organizational plan" noted in A, above.

	No.	Yes
1. The proposal presents two (2) or more activity components		
2. Components include the following:		
a. Center facility development		
b. In-patient clinic development		
c. Out-patient clinic development		
d. Multi-hospital service arrangements		
e. Multi-disciplinary consultation		
f. Community teaching clinics		
g. Professional education		
h. Patient/family education		
i. Public education		
j. Community/home care services		
k. Data collection		
l. Standards development		
m. Cost of care analysis		
n. Development of community provider/consumer bodies		
o. Development of funding sources		
p. Other (specify _____ _____ _____)		

C. Resources. Identify the total resources proposed to carry out the proposals, by source.

	Provided by (indicate number)	
Personnel	Non-RMP	RMP
Rheumatologists		
Orthopaedists		
Other ~~qualified~~ physicians		
Fellows		
Residents		
Nurses		
Social Workers		
Physical Therapists		
Occupational Therapists		
Technicians		
Administrative and Clerical		
Secretarial		
Other (specify)		
_____		
_____		
_____		
Other		
Clinics (space)		
Laboratory (space)		
Equipment		
Furniture		
Clinic supplies		
Lab supplies		
Therapy supplies		

	Provided by (indicate number)	
	Non-RMP	RMP
Office supplies	$	$
Travel	$	$
Meetings/Conferences	$	$
Printing	$	$
Data handling services	$	$
Other (specify)		
_____		
_____		
_____		

D. Extent of activities proposed. List the items under B.2., above, for which a "yes" answer was given, and for each, check the proposed extent.

B3

List of B.2. "yes" items	Region-wide	Sub-Region area	Selected Population	Selecte Communit

E. Categorization of the proposal. The overall proposal is most accurately portrayed by the following:

	No	Yes
1. Definition		
a. Pilot arthritis center		
b. Region-wide care delivery		
c. Isolated activity		

No Yes

2. Quality (check one)

   a. Excellent

   b. Satisfactory

   c. ~~Poor~~ Unsatisfactory

F. Program description (reviewer discussion)

   1. What are the problems?

   2. What are the needs?

   3. What is proposed to be done?

   4. What is (are) the objective (s)?

G. Evaluation of proposal (reviewer discussion)

	Unsatisfactory	Satisfact.	Excellent
1. Background discussion			
a. Problems			
b. Needs			
c. Objective			
2. Plan			
a. Keyed to needs			
b. Involves cooperative arrangements			
c. Relates to other RMP programas			
d. Develpps community involvement			
e. Clearly stated			

H. Implementation (reviewer discussion)

   1. Clear timetable

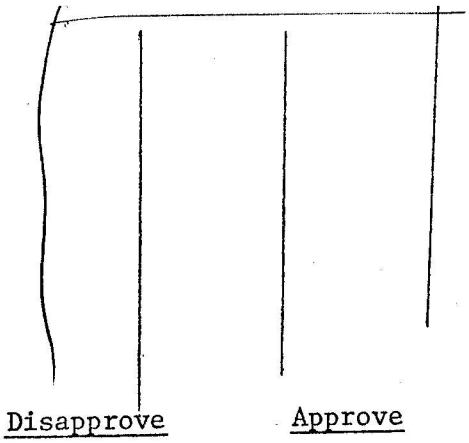
   2. Clear methodology

   3. Adequate resources

4. Feasibility

5. Real achievements

6. Effective evaluation



I. Recommendation

Proposal

J. Summary of CHP comments

K. General Comments

Division of Regional Medical Programs

Recommended Report Format
Review of Pilot Arthritis Grant Applications
Ad Hoc Technical Review Committee

1. Applicant:

   Region _____ Proposal # _____ Area # _____

2. Background: Briefly discuss content and adequacy of proposal with respect to the following:

   a. Arthritis problems

   b. Needs to overcome problems

   c. Existing arthritis resources

3. Purpose:

   a. What is proposed to be done?

   b. Objectives

   c. Appropriateness of activities/objectives

   d. Feasibility of activities/objectives

   e. Measurability of objections

4. Plan of Action

   a. Is plan keyed to expressed needs?

   b. Does plan involve necessary Federal, State, local agencies, including voluntary groups?

   c. Does plan utilize or strengthen existing linkages?

   d. Does plan clearly relate components, and document commitments?

5. Implementation

   a. Is a realistic timetable?

   b. Is budget appropriate for executive of the plan?

   c. Adequacy of potential sources of Non-RMP continuing funds.

d. Qualifications of professional and technical personnel who will execute the plan.

6. Evaluation

a. What is the evaluation activity.

b. Is proposed evaluation appropriate ~~to the plan~~?

c. Are there obvious impediments to performance ~~of~~ the proposed evaluation?

7. Overall evaluation The DRMP authority addresses planning and development of pilot arthritis centers. The Arthritis guidelines extend the "institution" depiction of a center to include the medical services area; i.e., the arena in which functions are performed. In this context, a recent workshop group comprised of authorities in the arthritis field noted that "a center is an organizational plan rather than just a facility".

Check ~~appropriate responses~~ below, and briefly justify.

	No	Yes
a. The proposal establishes planning and development of a pilot arthritis center		
b. The proposal establishes planning and development of a care delivery program which is beyond the pilot stage		
c. Either a. or b. above is recommended for approval as an appropriate RMP arthritis activity.		

Division of Regional Medical Programs

Ranking of Approved Applications

A. Pilot arthritis center proposals recommended for approval, and consideration for funding through earmarked RMP funds.

In order of technical Review Committee ranking:

B. Other arthritis proposals recommended for approval, and consideration for funding through regular RMP funds.

In order of technical Review Committee ranking:

C. Arthritis proposals not recommended for approval, or funding, ranked from "Fair", to "Poor".

Proposal Ranking Format

Evaluation levels: ~~Unsatisfactory~~ - Satisfactory - Excellent

Weighting values: 0 - 1 - 2 - 3

Weighting factor: See individual items

Review Questions				Weight Factor	Score Range
2	1	2	3	2	2 - 6
3	1	2	3	2	2 - 6
4	1	2	3	3	3 - 9
5	1	2	3	3	3 - 9
6	1	2	3	3	3 - 9
~~7 a.~~	~~2~~	~~4~~	~~6~~	~~3~~	~~6 - 18~~
~~b.~~	~~1~~	~~2~~	~~3~~	~~2~~	~~2 - 6~~
~~c~~	~~-~~	~~-~~	~~-~~	~~-~~	

Score Range: Pilot Center 19 - 57

Other 15 - 45