

DIVISION OF HIV DISEASE

SUBJECT: Clinical Quality Management Plan

Issued: 7/29/2021

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Purpose: To establish a protocol for the implementation, participation and support of the Pennsylvania Department of Health, Division of HIV Disease Clinical Quality Management Plan for Ryan White Part B subrecipients.

1. The HIV Planning Group (HPG) serves as the Quality Management Advisory Committee (QMAC) and helps to provide oversight and make recommendations to the CQM Plan with the Pennsylvania Department of Health, Division of HIV Disease having the final decision-making authority of the CQM Plan. The HPG QMAC can delegate responsibilities of the CQM Plan to the CQM Workgroup.
2. The primary focus of the CQM Workgroup, on behalf of the HPG QMAC, is to review data trends, develop priorities, set quality improvement goals and measures as well as the implementation of the CQM Plan. These initiatives will be accomplished through developing priorities and identifying Quality Improvement Projects (QIPs) based off clinical data.
3. The CQM Plan is a component of the larger HIV Prevention and Care Plan.
4. The CQM Coordinator is responsible for the development, review and revisions made to the CQM Plan.
5. The CQM Coordinator will provide quarterly reports to the HPG QMAC regarding data trends and/or updates on the QIP (s).
6. Subrecipients who receive Ryan White Part B funding from the Pennsylvania Department of Health, Division of HIV Disease are required to adhere to and actively participate and support the CQM Plan by assigning a representative, from each region in Pennsylvania, as a member of the CQM Workgroup. In addition to representatives from each of the regional subrecipients, CQM Workgroup members are also selected from the Department and the HPG.
 - a. The CQM Workgroup representatives affiliated with subrecipients of Ryan White Part B funding are required to share information discussed and lessons learned during CQM Workgroup meetings with their subrecipient agency leadership.

Subrecipients are required to update sub-subrecipients on the CQM Plan and related quality improvement activity.

- b. In addition to adhering to and actively participating in the CQM Plan, subrecipients are required to implement at least one (1) QIP per calendar year based off client needs in their region. Information supporting the subrecipients QIP (s) must be reported the Department prior to the agency's Annual Site Visit.
 - c. The selected QIP can based off CQM Performance Measure data or based off client level data from the region.
 - d. Documentation must reference how the QIP (s) was selected and specify the type of Performance Measurement data used in the selection process.
7. With the implementation of the CQM Plan, subrecipients are required to provide the Department with a copy of their Quality Management Plan (s) prior to their scheduled Annual Site Visit.
- a. Subrecipients are required to monitor region and provider level Quality Management Plans as well as provide direct oversight for QIPs.
 - b. The Quality Management Plan must delineate leadership infrastructure, identify the purpose of the Quality Management Plan, identify goals/objectives of the Quality Management Plan, performance measurement system and evaluation, quality improvement project (s) and a work plan.
 - c. The Quality Management Plan will be reviewed during the Annual Site Visit as well as the subrecipients active participation in the CQM Plan related activities and in what manner the CQM Plan QIPs are implemented in their region.