

Scope of Work
June 1, 2011 – June 30, 2014

Goal: Provide prostate cancer treatment to eligible low income, uninsured and underinsured men residing in California.

Objectives and Activities	Time Line	Responsible Party	Performance Measure and/or Deliverables
1. Develop and/or maintain, implement and update, with CDS direction and approval, the following: <ul style="list-style-type: none"> a. Provider Service Agreements b. Provider Disenrollment Policy c. Patient Eligibility Criteria and Protocols d. Patient Participation Agreements e. Process to refer men to PCTP f. Process to invoice and pay for treatment services g. Clinical Management Protocols and Quality Indicators h. Patient Recruitment Process i. Grid of Reimbursable Services j. Log of Participating Providers and status k. Staffing Report l. In-kind Services Log m. Patient Complaint Protocols and Logs 	a.-h. Due 8-1-11 for approval w/ updates as required i.- k. Due 8-1-11 and as changes occur l.-m. Semi-annual progress reports		Approved copies of all on file at CDS and submitted in first progress report (PR) Summary of patient referral statistics in PR Summary of program expenses in PR Summary of activities in PR Summary of patient complaint actions and resolution in PR

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2. Establish and/or maintain a statewide network of prostate cancer treatment specialists to provide treatment services from the approved Grid of Reimbursable Services at established Medi-Cal rates.	Ongoing		List of Providers in PR
3. Maintain a transferable toll free number for patient, provider and public access.	Ongoing		Active 800 number and summary of calls in PR
4. Screen and enroll eligible men into the PCTP.	Ongoing		Completed <i>Patient Eligibility Form</i> on file <i>Monthly Enrollment Statistics</i> grid Summary in PR
5. Provide treatment services from the Grid of Reimbursable Services. New services to be approved by CDS.	Ongoing		Summary in PR
6. Provide case management for each man enrolled in PCTP.	Ongoing		Summary in PR

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<p>7. Collect and analyze data as per the <i>Required Data Element List</i>. The following subset of data will be reported on the last working day of each month:</p> <ul style="list-style-type: none"> a) # of men treated since program inception b) # of men treated since contract inception c) # of men still in treatment at the beginning of each fiscal year d) # of men receiving treatment this period d) # of new enrollments for the month e) # of disenrollments for the month e) # of pending enrollments g) # of men re-enrolled since start of the contract h) Patient/Provider issues 	<p>Last working day of month</p> <p>Ongoing</p>		<p><i>Monthly Enrollment Statistics</i> grid</p>
<p>8. Develop and submit to CDS for approval an evaluation plan that will measure the effectiveness of the program in providing services to meet each of the three Senate Bill 650 mandates. Implement the evaluation plan and provide regular reports to CDS.</p>	<p>Plan due 8-1-11</p> <p>Semi-annual progress reports</p>		<p>Evaluation plan approved by CDS</p> <p>Summary of activities in PR</p>

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<p>9. Develop and /or maintain a transition plan that includes the following transfer of current information or documents to CDS or new contractor:</p> <ul style="list-style-type: none"> a) Working 800# b) Provider network list c) <i>Grid of Services</i> d) All documents listed in 1. a-i. Of this Scope of Work. e) Pertinent patient information of all men currently enrolled and receiving treatment to include, but not limited to, the following: <ul style="list-style-type: none"> • name, address, phone, date of birth, ethnicity, income • current treatment providers with all contact information • treatment status including clinical notes <p>Participate in meetings with CDS to assure smooth transition.</p>	<p>1-1-14 through 6-30-14</p>		<p>Successful transfer of all pertinent information to assure ongoing treatment of men enrolled in PCTP</p>

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10. Establish and/or maintain a Prostate Expert Workgroup (PEW) comprised of a minimum of an urologist, radiation oncologist, medical oncologist, nurse case manager, and CDS representative to provide guidance on clinical matters.	Convene by phone 4 times per fiscal year		PEW Roster with contact information Meeting notices, agendas, summary of key decisions