

Strategic Plan Status Report April – June 2016 / FINAL

Symbols Key

GOALS

All Targets Met, Score on indicators increasing



Not All Targets Met, Score on indicators increasing



All Targets Met, Score on indicators equal to last quarter



Not All Targets Met, Score on indicators equal to last quarter



Not All Targets Met, Score on indicators decreasing

STRATEGIES

> half of scheduled actions completed or in progress

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On Target Caution

≤ half of scheduled actions completed or in progress

Off Target

> half of scheduled actions not started or behind schedule

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≥ half of actions with no information or > half of actions not scheduled to begin yet No Information

ACTION / ACTIVITIES



Completed



In Progress



Not Started / Behind Schedule



No Information

INDICATORS / MEASURES

Target Met, Trend in Right Direction

Score=6



No Information

Target Met, No Trend

Score=5

Not Yet Defined

Target Met, Trend in Wrong Direction Target Not Met, Trend in Right Direction Score=4 Score=3

Target Not Met, No Trend

Score=2

Target Not Met, Trend in Wrong Direction

Score=1

Goals, Indicators, Strategies Summary Strategic Plan



Goal	Indicators	Strategies
GOAL 1: Strengthen IDPH's infrastructure of core services to promote and protect the health of lowans in accordance with Healthy lowans, lowa's state health improvement plan.	% of employees that know the IDPH vision (Employee Survey)	Strategy 1: Identify and communicate needs related to sustaining core services.
	% of employees that know the IDPH mission (Employee Survey)	Strategy 2: Review programs and services to align with changes in the health delivery system.
	% of employees that know how their work fits into the IDPH plan (Employee Survey)	Strategy 3: Seek and align funding to support core services.
	% of programs that have been evaluated for alignment with changes in the health delivery system	
GOAL 2: Invest in the right people with the right skills to promote & protect the health of lowans.	% of employees that feel "IDPH has the right people with the right skills to do its work" (employee survey)	Strategy 1: Enable supervisors to better evaluate and manage performance.
	% of supervisors that find the performance plan useful	Strategy 2: Assess and document future skill set needs to identify and reduce gaps.
	% of employee evaluations completed timely	
	% of employee performance plans completed timely	
GOAL 3: Improve the ability to manage, analyze, and act on data to improve operations and health outcomes.	# of content areas on the Public Health Tracking Portal	Integrate IT projects to leverage resources for updating IT technology to better manage data.
	% of core services with dashboard metrics that can show measureable improvement (% of divisions with measures on IDPH executive dashboard)	Strategy 1: Identify/develop a framework, policies, and processes for a department-wide data management program (Data Management Blueprint).
		Strategy 2: Identify and implement metrics to improve operations and health outcomes.
GOAL 4: Cultivate an organizational culture of quality improvement.	% of employees that respond (+) to "We have good processes for doing our work" (employee survey)	Strategy 1: Identify/develop a framework, policies, and processes for a department wide QI program.
	% of employees that respond (+) to 'I have influence in improving my work processes' (employee survey)	Strategy 2: Conduct department-wide QI activities.
	% of IDPH staff who have had exposure to QI in the last year	
	% of IDPH staff with QI in their performance plans	

GOAL 1: Strengthen IDPH's infrastructure of core services to promote & protect the health of lowans, in accordance with Healthy lowans Strategic Plan



Strategy	Actions/Activities	Sponsor	Action/Activ	Action/Activ End Date	Action/Activity Analysis
Strategy 1: Identify and communicate needs related to sustaining core services.	Distribute Strategic Operational Plan to staff.	Gerd Clabaugh	7/1/13	7/25/13	Completed.
	Develop an elevator speech which can be the basis for communications to achieve this strategy.		8/1/13	9/3/13	Completed.
	Action 1: Communicate with staff and stakeholders about the IDPH strategic plan (annual revisions).		8/1/14	6/30/16	Strategic Plan and Strategic Plan Status Report are published on the Intranet and Internet (http://idph.iowa.gov/do). New employees are invited to a series of department orientation sessions. The IDPH strategic plan and goals are discussed during session two.
	Action 3: Communicate with staff and stakeholders about IDPH needs and priorities.		8/1/14	6/30/16	Development of IDPH's annual legislative policy package identifies needs that can be addressed through legislative action such as reduction of red tape and outdated language in lowa Code. • For the 2016 session, SF 2159 reduced red tape in lowa Code Chapter 137 "Local Boards of Health" as it relates to permission for local boards of health to form district boards of health. It also removed outdated language in lowa Code Chapter 135A "lowa Modernization Act" and provided updated direction to the Governmental Public Health Advisory Council. The renewed focus of this Council will include identification of and evaluation of the governmental public health system's needs. The bill was passed and signed by the Governor in March of 2016. • Stakeholder education included gaining support from public health organizations like ICPHA, IPHA, and IEHA.
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Strategy	Actions/Activities	Sponsor	Action/Activ Start Date	Action/Activ End Date	Action/Activity Analysis
Strategy 2: Review programs and services to align with changes in the health delivery system.	Action 2: Complete additional actuarial studies with IDPH programs.	Gerd Clabaugh & Kathy Stone	8/1/14	6/30/16	IDPH directed the Milliman actuarial firm to study of the impact of the Affordable Care Act (ACA) on IDPH-supported direct healthcare services projects potential changes in demand for 8 IDPH programs from 2014 through 2017, based on modeled enrollment of the programs' historical service recipients in new ACA health plans. While the transition to these new health plans includes multiple complex considerations, at IDPH's direction, the Milliman actuarial firm focused its analysis in 3 areas: covered populations, covered benefits, and provider networks. In summary, the final report projected the following: 1. Overall demand for IDPH-funded Substance Abuse Treatment is projected to decrease in 2014 and then remain level through 2017, with IDPH responsible for 19% of outpatient treatment services and all residential treatment. 2. Demand for Home Care Aide and Nursing services will not change, primarily because the covered population is generally aged 65 and older and therefore not eligible for ACA enrollment and because of current waiting lists for such services. 3. Demand for Tobacco Quitline and related cessation services is projected to increase as such services are not currently available in new health plans. 4. Demand for Cervical Cancer Screening and other preventative services is projected to decrease as historically eligible women become enrolled in new health plans. 5. The Title V – Maternal and Child Health population will continue to grow, requiring continuing funding for needed services. 6. Utilization of Title X – Family Planning services is projected to decline slightly but revenue may increase slightly through third part liability payments. 7. Decreases in utilization of Ryan White Part B services will be offset by increases in health insurance assistance. Community-Based Screening Services are projected to decrease, in part because individuals may not seek or receive testing at private medical providers. While this may allow redirection of some funding to outreach to at-risk populations, decre

Strategy	Actions/Activities	Sponsor	Action/Activ	Action/Activ End Date	Action/Activity Analysis
Strategy 3: Seek and align funding to support core services.	Action 5: Encourage & support flexibility in how IDPH uses funds & educate stakeholders on why flexibility is necessary.	A5: Gerd Clabaugh & Deborah Thompson A6: Ken Sharp & Brenda Dobson A7: Ken Sharp A4: Marcia Spangler	7/1/13	6/30/16	Development of IDPH's annual legislative budget package identifies needs that can be addressed through legislative action such budget flexibility. 1. In just two sessions IDPH has been able to significantly reduce budget earmarks that hinder flexible spending and prohibit nimble responses to population health issues. At its peak, the department's earmarks were as high as 72 in FY 2015. For FY 2017, we are down to 46 with strong momentum on the topic heading into the 2017 session. 2. Education of stakeholders included conversations with lobbyists and legislators to help them understand why flexibility reduces unnecessary reversions of limited funding and increases opportunities to move health outcomes in a positive direction. 3. A reporting requirement in HF 2460 will provide IDPH with additional opportunity to brainstorm strategies to align state funding with strategic priorities for health outcomes. By giving legislators and lobbyists a more defined picture of how we can be the Chief Health Strategist for lowa, we will continue to gain the necessary buy-in to change the culture of how our state funding is appropriated.
	Action 6: Identify & implement additional funding strategies that align with and support core services.		7/1/13	6/30/16	IDPH achieved our reallocation requests for FY 2017 that included providing additional support for programs in the department that are working well such as PRIMECARRE and the Certificate of Need Program. Programs that were previously state unfunded mandates such as the work of the Office of Minority and Multicultural Health and the IDPH Child Vision Screening Program are now benefitting from state general fund resources. Finally, new funding was secured for the fees charged to IDPH by the Office of the CIO for maintenance of IT services. The funding identified for reallocations was previously reverted back to the general fund on a regular basis. It will now be used to promote and protect the health of lowans as it was intended.
	Review and document use of indirect funds. (2014)		6/1/14	6/30/14	Executive Team review and allocation for FY2015 completed.
	Review and document use of indirect funds. (2015)		4/1/15	6/30/15	Discussion occurred at ET Meeting on 05.05.15 and 06.15.15. ETeam approved establishment of MA3 and PP2 to support department data management and an additional FTE to assist with accounts payable functions. Executive Team review and allocation for FY2016 completed.

Strategy	Actions/Activities	Sponsor	Action/Activ Start Date	Action/Activ End Date	Action/Activity Analysis
	Action 7: Assess state, federal, and other investments in code-required activities.		7/1/15	6/30/16	Information was collected from the Divisions about state unfunded mandates and was used to inform the department's budget request for FY 2017 as well as a potential bill for the 2017 session. The information will continue to be considered for the department's FY 2018 policy and budget packages.
	Action 4: Review and document use of indirect funds for FY17. (2016)		4/1/16	6/30/16	New indirect funding requests for FY 17 were approved by the ET on May 16, 2016.

GOAL 2: Invest in the right people with the right skills to promote & protect the health of lowans Strategic Plan

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Home	Scorecard	Strategies	Indicators

Strategy	Actions/Activities	Sponsor	Action/Activ	Action/Activ End Date	Action/Activity Analysis
Strategy 1: Enable supervisors to better evaluate and manage performance.	Action 1: Use a Performance Evaluation QI Team to recommend strategies to improve the IDPH performance plan and evaluation process.	Kathy Stone, Brenda Dobson, & Jerilyn Oshel	8/1/13	6/30/16	 Pre/post test data indicates actions taken have resulted in the following improvements: 93% of management feel they have received the training needed to be comfortable writing performance plans (53% in 2013) 71% of supervisors feel the performance plan is useful (47% in 2013) 60% of employees surveyed in 2016 stated they felt they know how their work fits in to the IDPH plan compared to 55% in 2015 and 39% in 2013. Activities: 1. Facilitated a round table discussion during the October Bureau Chief meeting around common issues identified by management on the evaluation process. 2. Timely completion % of Performance Plans and Evaluations provided to Division Directors and Bureau Chiefs. 3. Final bureau-level presentation on the Performance Plan QI project was presented on 9.9.15. All bureaus have received the presentation.
	Action 2: Assess options related to organizational structure, use of roles, and managing span of control.		10/1/14	6/30/16	No department-wide activities reported. Division-Specific Activities: ADPER/EH leadership is assessing the best use of staff skills to determine whether a centralized management structure is appropriate for implementation of the new division wide licensing software. Detailed plans will be available in the first quarter of 2016. Tobacco Division roles are reviewed regularly to ensure we are using people to the best of their abilities.
	Action 3: Conduct customized performance management trainings for supervisors.		7/1/15	6/30/16	Training on revised performance plan tools has been completed for all bureaus. Training for management staff on employee retention and succession planning is scheduled for October 21, 2016. This management training will be presented by a training specialist from DAS and a training consultant with Employee Family Resources. Continue to offer monthly, in-house training opportunities to address skill needs identified in the workforce skills assessment.
Strategy 2: Assess and document future skill set needs to identify and reduce gaps.	Action1: Determine an assessment process and assess needed and existing skills.	Brenda Dobson & Kathy Stone	3/1/14	8/1/15	Department-wide Workforce Skills Assessment survey done September 2015. 376 total responses. Data was analyzed to determine and plan 2016 professional development.

Strategy	Actions/Activities	Sponsor	Action/Activ Start Date	Action/Activ End Date	Action/Activity Analysis
					The final version of the Workforce Development Plan was sent to the E-team in June. The E-team will meet to discuss the plan August 1, 2016.
	Action 2: Create a				Draft workforce development plan started, October 2015. A large part of the plan deals with the workforce survey assessment results and professional development implementation plan. Will be meeting with Domain 8 Accreditation Committee to further develop the draft plan during 2016. April 2016: The first draft of the workforce development plan is being reviewed by members of the workforce development team.
	workforce plan to direct hiring, development, retention, and succession planning actions to close gaps between current and future		8/1/15	6/30/16	In October presented the format for onboarding new employees at the bureau chief's meeting. New employees are invited to a series of 3 department orientation sessions. Each session is different and designed to help new employees better understand the mission, vision and various programs of IDPH.
	skill sets.				April 2016: A proposal for addressing staff training needs was selected for funding under the FFY16 PHHS Block Grant Program. These training needs were identified through 2015 workforce skills assessment. Funding will be used to contract with trainers and purchase training materials for training sessions designated for support staff and for leadership/supervisors and to purchase e-learning software and hire an administrative intern to a develop an e-learning program addressing a department-wide training need (topic to be determined).

GOAL 3: Improve the ability to manage, analyze, & act on data to improve operations & health outcomes Strategic Plan



Strategy	Actions/Activities	Sponsor	Action/Activ	Action/Activ End Date	Action/Activity Analysis
Integrate IT projects to leverage resources for updating IT technology to better manage data.	Establish a regular agenda item for Executive Team & Bureau Chiefs meetings to improve the connection between IT projects.	Gerd Clabaugh	7/1/13	7/1/13	Completed. Listed on each Executive Team agenda and IDPH Bureau Chiefs Quarterly meeting as standing item effective 7/1/13.
Strategy 1: Identify/develop a framework, policies, and processes for a department-wide data management program (Data Management Blueprint).	Action 1: Identify and implement best-practices in managing data (e.g., from other states and organizations).	Ken Sharp	7/1/14	6/30/16	The Data Management Program worked with data owners to gather both dataset-level and data dictionary (field) level information about the datasets within IDPH. This information is being transcribed by a contractor into an application database. Currently, 18 datasets have been identified as obsolete, while 52 others have been documented. Approximately 9,900 data dictionary records have been created. Once completed, the Data Dictionary Registry will allow staff to have a better understanding of data currently being collected for IDPH and allow for quality improvement around data collection, management and use. The Data Management Program implemented a new Data Sharing Agreement Policy. Many new data sharing agreements, and conversations about appropriate data sharing have resulted from this policy implementation. Between January and March, 8 data sharing agreements and 3 research agreements were executed. The Data Management Program is currently collecting baseline metrics on turn-around time for research and data sharing agreements, and will develop quality improvement strategies to improve the process in the Fall. The Data Management Program has used PHHS block grant funds to develop a data dictionary registry to catalog all data dictionaries in the department. The Data Management Program applied to be a host site for a SHINE Health Systems Integration Program (HSIP) fellow. Unfortunately, IDPH was not selected for a fellow match. The Data and Informatics Community of Practice has been working in collaboration with Communications staff to develop a department-wide template for reports. This template will provide consistency standards for data-related reports published by IDPH and ensure accessibility and quality. Once completed, the Community of Practice will address analysis standards for the department.

Strategy	Actions/Activities	Sponsor	Action/Activ	Action/Activ End Date	Action/Activity Analysis
	Action 2: Identify existing and future barriers to managing and analyzing data.		11/1/14	6/30/16	Members of the Tracking Portal redesign team from the Data Management Program, Information Management, and Environmental Public Health Tracking have largely been focused on resolving issues with the new Tracking Portal site and the site theme, but recently have been able to start loading some site test content. The Tracking Portal redesign will lead to an improved user experience on the site, easier management of site content, and improved flow between the IDPH website and the Tracking Portal. The Data Management Program and the Environmental Public Health Tracking Program have been working to improve the lowa Public Health Tracking Portal navigation and content. This is a concern identified by many tracking portal users, including the Tracking Portal User Group. Focus groups were held to gather feedback on proposed revisions and to determine specific user concerns. Development of the new navigation and content continues, and will be published in July 2016. The Data Management Program secured \$177,000 in PHHS Block Grant funds to evaluate data needs of internal and external stakeholder and for portal improvements. The program is currently planning a focused evaluation and identifying new datasets, functionality, and other areas for improvement.
	Action 3: Identify and document the risks/benefits of centralized data collection, management, and reporting.		11/1/14	6/30/16	The Data Management Work Group developed a definition and mission for informatics for IDPH, and created short term activities to improve public health informatics within the department. IDPH requested \$500,000 from the Technology Reinvestment Fund to engage an external entity who is familiar with government operations to determine the optimal number of data systems required to support IDPH functions most efficiently.
Strategy 2: Identify and implement metrics to improve operations and health outcomes.	Action 4: Develop an IDPH core services dashboard.	Ken Sharp	10/1/14	6/30/16	Every division's Executive Dashboards to measure/monitor their key functions are up and running except Behavioral Health. Behavioral Health bureaus have met individually and they are gathering their data and deciding which measures are going to be best. Their first meeting with the director will be in August 2016. After they are up and running that will be all divisions up and going. This should allow for the rest of the year's quarters to tweak the current measures and gather a good data sets for these measures in order to indicate any opportunities for QI to step in and a chance to see progress or regression with these measures. Divisions are identifying methods for how they will each manage this.

GOAL 4: Cultivate an organizational culture of quality improvement (QI) Strategic Plan

Home Scorecard Strategies Indicators



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Strategy	Actions/Activities	Sponsor	Action/Activ Start Date	Action/Activ End Date	Action/Activity Analysis
					A draft quality improvement plan has been developed. It is anticipated it will be finalized in the fall of 2016 and implemented by 2017.
				A training session titled, "Quality Improvement, Managing Performance and the PDCA Model" with a target audience of all IDPH staff, was held in March and will be offered again in September 2016. Additionally, a new training session on Basic Quality Improvement, targeted specifically for new employees was created and held in July. The goal is to continue to offer the basic session for new employees 2x per year.	
Strategy 1:	Identify/develop a framework, policies.				In December 2015, director announced launch of IDPH accreditation initiative, which focuses on QI program rollout.
framework, policies, and processes for a department wide QI		Gerd Clabaugh	4/1/15	6/30/16	A draft of the department's first quality improvement plan was started. The quality improvement plan will be based on the requirements of the PHAB standards.
					A draft of the department's first performance management system was started. The performance management system will be based on the requirements of the PHAB standards.
					Division-Specific Activities: ADPER/EH is working to align existing resources and program work to support the priorities identified from July retreat. Assumption is no additional resources are available for QI efforts. ADPER/EH annual report will include data regarding a variety of measures tied to bureau and division goals. APL: Potential QI projects have been presented to Bureau of Planning staff for the Bureaus of Finance and Health Statistics.
	Action 1: Assess resource needs for implementing a QI program.		1/1/16	6/30/16	Need for an FTE devoted to implementing the QI plan has been identified. The department is currently seeking approval to have this position. A portion of the public health fund will be made available on an annual basis to support QI through the purchase of materials necessary to conduct QI.

Strategy	Actions/Activities	Sponsor	Action/Activ	Action/Activ End Date	Action/Activity Analysis
					Division Director's performance plans all include quality improvement goals and activities.
					Division-Specific Activities:
					APL – Has developed its executive dashboard and continues to maintain it. Several formal and informal QI initiatives have started around identified metrics.
Strategy 2: Conduct department-wide QI	Action 3: Include QI goals/activites in division directors'	Gerd Clabaugh	11/1/14	6/30/16	ADPER/EH – Has developed its executive dashboard and continues to maintain it. Several QI initiatives have been identified.
activities.	and bureau chiefs' performance plans.	Ü			HPCDP – Finalizing what to include on its executive dashboard and gathering data to populate measures.
					BH – Development has begun with identification of measures and will have first round meeting with Director in August 2016.
					Tobacco – Has developed its executive dashboard and continues to maintain/update it.
					Criteria are outlined in the draft quality improvement plan, but have not been formally adopted. Participating divisions/bureaus are monitoring their formal/informal QI projects through ClearPoint and including them on their executive dashboards.
	Action 4: Identify and apply criteria for conducting department-wide QI projects.		7/1/15	6/30/16	Quality Improvement classes are offered to all staff and publicized on the IDPH in-house training calendar. For 2015, the following classes were held:
					 QI Basics: 3/12/15 and 8/4/15 QI Intermediate: 6/9/15 and 10/13/15 QI Practice Workshop: 7/7/15 and 12/1/15
					Division-Specific Activities: QI project identified and planning has begun for a project in Professional Licensure bureau. QI project within the Bureau of Health Statistics has been identified and communicated to IDPH's QI coordinator.

Dashboard by Goal

Strategic Plan







