



## Addressing Performance Measure Gaps in Home and Community-Based Services to Support Community Living: HCBS Quality Committee In-Person Meeting

March 30 – 31, 2016

NQF Conference Center at 1030 15<sup>th</sup> Street NW, 9<sup>th</sup>  
floor, Washington, DC

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### Remote Participant Instructions:

- Direct your web browser to: <http://nqf.commpartners.com/se/NQFLogin/>
- Under “Enter a Meeting” type the meeting number for Day 1: 359895 or for Day 2: 355720
- In the “Display Name” field, type your first and last name, and click “Enter Meeting”
- Dial (888) 802-7237 to be placed into the teleconference

### Meeting Objectives:

- Prioritize and refine the domains and subdomains
- Identify gaps in performance measurement
- Identify short term, intermediate, and long term recommendations to address performance measurement gaps

### Day 1: Wednesday, March 30, 2016

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| <b>8:30 am</b> | <b>Continental Breakfast for Committee</b>   |
| <b>9:00 am</b> | <b>Welcome, Introductions, and Review of Meeting Objectives</b><br><i>Marcia Wilson, Senior Vice President, NQF</i><br><i>Margaret Terry, Senior Director, NQF</i><br><i>Stephen Kaye &amp; Joe Caldwell, Co-Chairs</i> <ul style="list-style-type: none"><li>• Welcoming remarks and brief introductions</li><li>• Review Committee’s charge and meeting objectives</li></ul> |
| <b>9:05 am</b> | <b>Disclosures of Interest</b><br><i>Ann Hammersmith, General Counsel, NQF</i>   |

- 9:15 am**      **Overview of Work to Date and Evolving HCBS Landscape**  
*NQF Project Team*
- Review project purpose and timeline
  - Overview of evolving HCBS Landscape
- 9:30 am**      **Committee Workgroup Presentations on Domains and Sub-Domains**  
*NQF Project Team*  
*Joe Caldwell & Stephen Kaye*  
*Workgroup Lead Discussants*
- Overview of workgroup calls and consensus building process
  - Share workgroup discussion summaries on: domain definitions, prioritized sub-domains and descriptions, and promising measures
  - Committee discussion and questions
  - Vote on domain definition and sub-domain priorities and descriptions
- 1:00 pm**      **Opportunity for Public Comment**
- 1:15 pm**      **Lunch**
- 1:30 pm**      **Committee Discussion of Refined Domains and Priority Sub-Domains**  
*Stephen Kaye & Joe Caldwell*
- Review domain definitions and prioritized sub-domains and descriptions
  - Discuss domain scope and refine domains
  - Discuss and refine sub-domains
- 3:00 pm**      **Opportunity for Public Comment**
- 3:15 pm**      **Break**
- 3:30 pm**      **Committee Vote to Prioritize Domains**  
*NQF Project Team*  
*Joe Caldwell & Stephen Kaye*
- Rank domains according to importance to measure for HCBS quality
  - Discuss rankings
- 4:30 pm**      **Opportunity for Public Comment**
- 4:45 pm**      **Committee Vote to Prioritize Domains**  
*Joe Caldwell & Steven Kaye*
- Build consensus on domain rankings
- 5:00 pm**      **Summary of Day 1 and Adjourn**  
*NQF Project Team*

## Day 2: Thursday, March 31, 2016

8:30 am	<b>Continental Breakfast for Committee</b>
9:00 am	<b>Review Day 1 Work and Day 2 Meeting Objectives</b> <i>NQF Project Team</i> <ul style="list-style-type: none"><li>• Review areas of consensus from day 1 and day 2 objectives</li><li>• Overview of current state of HCBS quality measures</li></ul>
9:30 am	<b>Small Group Work: Gap Identification Brainstorm</b> <ul style="list-style-type: none"><li>• Identify performance measure gaps to support community living</li></ul>
10:15 am	<b>Committee Discussion on Gaps</b> <i>Stephen Kaye &amp; Joe Caldwell</i> <ul style="list-style-type: none"><li>• Share and discuss performance measure gaps</li></ul>
11:15 am	<b>Opportunity for Public Comment</b>
11:30 am	<b>Small Group Work: Recommendations</b> <ul style="list-style-type: none"><li>• Identify and discuss short-term, intermediate, and long-term recommendations to address performance measure gaps to support community living</li></ul>
1:00 pm	<b>Lunch</b>
1:15 pm	<b>Report back on Recommendations</b> <i>Joe Caldwell &amp; Stephen Kaye</i> <i>Lead Discussants</i> <ul style="list-style-type: none"><li>• Share and discuss recommendations</li></ul>
2:15 pm	<b>Committee Discussion and Vote on Recommendations</b> <i>Stephen Kaye &amp; Joe Caldwell</i> <ul style="list-style-type: none"><li>• Discuss and come to consensus on short-term, intermediate, and long-term recommendations to address performance measure gaps to support community living</li></ul>
2:45 pm	<b>Opportunity for Public Comment</b>
3:00 pm	<b>Meeting Recap and Review Next Steps</b> <i>NQF Project Team</i>
3:10 pm	<b>Adjourn</b>