



Person-Centered Planning and Practice

BACKGROUND

Over an 18-month period of performance, NQF will use a multistakeholder approach to address person-centered planning and practice (PCP) as part of long-term services and supports (LTSS) systems. Beginning with the establishment of definitions, core competencies, and necessary systems characteristics, this work will establish a foundation for performance measurement of person-centered planning, catalyzing the development of a robust quality measure set that interfaces with other healthcare quality measures across provider types, settings, payers, delivery systems, programs, conditions, and populations. Both practical as well as forward-looking considerations, recommendations, and guidance will be provided to enhance the success of person-centered planning and coordination at the state level.

COMMITTEE CHARGE

NQF will convene a multistakeholder Committee charged with providing guidance and input to accomplish the project objectives:

- Refine the current definition(s) for PCP
- Develop a set of core competencies for performing PCP facilitation
- Make recommendations to HHS on systems characteristics that support person-centered thinking, planning, and practice
- Develop a conceptual framework for PCP measurement
- Conduct an environmental scan including the historical development of person-centered planning in LTSS systems to include a research agenda for future PCP research

COMMITTEE STRUCTURE

The Committee will include no more than 25 individuals seated for 18 months.

Participation on the Committee requires a significant time commitment. To apply, you should be available to participate in all currently scheduled calls/meetings. Over the course of the 18 months, additional calls may be scheduled, or calls may be rescheduled based on project needs; new dates will be set based on the availability of the majority of the Committee.

Committee participation includes:

- Participation in **eight** web meetings

Table of Scheduled Meeting Dates

Meeting	Date/Time
Web Meeting #1 (2.5 hours)	May 3, 2019, 1:00 pm-3:30 pm ET
Web Meeting #2 (2.5 hours)	June 24, 2019, 2:00 pm-4:30 pm ET
Web Meeting #3 (2.5 hours)	July 31, 2019, 2:30 pm-5:00 pm ET
Web Meeting #4 (2.5 hours)	September 6, 2019, 1:00 pm-3:30 pm ET
Web Meeting #5 (2.5 hours)	December 13, 2019, 1:00 pm-3:30 pm ET
Web Meeting #6 (2.5 hours)	January 6, 2020, 1:00 pm-3:30 pm ET
Web Meeting #7 (2.5 hours)	February 3, 2020, 12:30 pm-3:00 pm ET
Web Meeting #8 (2.5 hours)	June 1, 2020, 1:00 pm-3:30 pm ET

PREFERRED EXPERTISE AND COMPOSITION

Committee members are selected to ensure representation from a variety of stakeholders, including patients, purchasers, providers, health professionals, plans, suppliers, community and public health, and healthcare quality experts. Because NQF attempts to represent a diversity of stakeholder perspectives on committees, a limited number of individuals from each of these stakeholder groups can be seated.

NQF seeks to convene a balanced, diverse, and knowledgeable Committee. NQF is seeking nominees with relevant expertise in the following areas:

- Person-centered planning
- Relationship centered care
- Shared/supported decision making
- Patient/consumer engagement
- Home and community-based care
- Long-term services and supports (LTSS)
- Community inclusion
- Rural health
- Medicaid

Additional relevant expertise may come from federal, state, and local government agencies; health insurers and managed care plans; research entities; measure developers; advocacy organizations; population health or community organizations; public and private purchasers; providers of care at all levels; payers; and employers.

Please review the NQF [Conflict of Interest Policy](#) to learn about how NQF identifies potential conflict of interest. All potential Committee members must disclose any current and past activities prior to and during the nomination process in order to be considered.

CONSIDERATION AND SUBSTITUTION

Priority will be given to nominations from NQF members when nominee expertise is comparable. Please note that nominations are for an individual, not an organization, so “substitutions” of other individuals are not permitted. Committee members are encouraged to engage colleagues and solicit input from colleagues throughout the process.

APPLICATION REQUIREMENTS

Nominations are sought for individual subject matter experts. Self-nominations are welcome. Third-party nominations must indicate that the individual has been contacted and is willing to serve.

To nominate an individual to the Committee, please **submit** the following information:

- A completed [online nomination form](#), including:
 - a brief statement of interest
 - a brief description of nominee expertise highlighting experience relevant to the project
 - a short biography (maximum 100 words), highlighting experience/knowledge relevant to the expertise described above
 - curriculum vitae or list of relevant experience (e.g., publications) *up to 20 pages*
- A completed disclosure of interest form. This will be requested upon your submission of the nominations form.
- Confirmation of availability to participate in currently scheduled calls and meeting dates. Projects actively seeking nominees will solicit this information upon submission of the online nomination form.

DEADLINE FOR SUBMISSION

All nominations *MUST* be submitted by **6:00 pm ET on Monday, April 1, 2019**.

QUESTIONS

If you have any questions, please contact the project team at pcplanning@qualityforum.org. Thank you for your interest.