



## Technical Expert Panel (TEP) Charter

### ***Project Title:***

Development, Implementation, and Maintenance of Quality Measures for the Program of All-Inclusive Care for the Elderly (PACE)

### ***Dates:***

The first meeting occurred on December 15, 2014, from 12:00 to 3:00 p.m. ET. During that meeting, the organizers chose a chairperson who will work with Econometrica and participants to identify future dates.

### ***Project Overview:***

The Centers for Medicare & Medicaid Services (CMS) has contracted with Econometrica, Inc., to adapt, implement, and maintain quality measures for the PACE program. The contract name is Development, Implementation, and Maintenance of Quality Measures for the Program of All-Inclusive Care for the Elderly (PACE), and the contract number is HHSM-500-2013-13006I. As part of its measure development process, CMS requires contractors to convene groups of stakeholders and experts who contribute direction and thoughtful input to the measure contractor during measure development and maintenance.

### ***Project Objectives:***

The primary objectives of this project include the following:

- Analyze existing measure sets to determine the extent to which they can be modified, refined, or enhanced for the PACE program.
- Identify and address four areas of measurement within the first year of the project.
- Conduct field testing to assess the feasibility of data collection for the proposed four adapted measures.
- Develop an auditing and validation plan for each proposed measure.
- Seek public comments throughout each stage of the measure development process.

### ***TEP Objectives:***

As part of its measure development process, Econometrica is seeking input from a broad group of stakeholders to evaluate and provide guidance on the selection and adaptation of quality measures for the PACE program through participation in the project's TEP. Stakeholders include subject matter experts in effectiveness, efficiency, and quality of services delivered to PACE participants. They also include PACE participants or caregivers, because they are uniquely qualified to provide input regarding measure topics and concepts based on their experiences. A well-balanced representation of stakeholders on the TEP will help to ensure the consideration of key perspectives in the measure selection and development processes. Convening the TEP is a

critical step in the measure development process that ensures transparency and provides an opportunity to obtain balanced input from multiple stakeholders.

### ***Scope of Responsibilities:***

The TEP's specific duties include the following:

- Review existing measures to identify those that we could adapt to the PACE program.
- Clarify measure concepts to ensure proper adaptation.
- Evaluate a list of potential measures.
- Review proposed measure specifications.
- Review public comments.
- Provide feedback on the evaluation of measure testing results.
- Identify and include appropriate comparison groups.

Econometrica recognizes that TEP members may not be able to attend all meetings, but we expect members to attend a majority of meetings and review and comment on meeting materials for the meetings they cannot attend. TEP members will need to be available to participate in three teleconferences and one face-to-face meeting during each contract year. We expect to hold the face-to-face meeting in mid-March 2015. The face-to-face meeting will last about 4 hours. Subsequent meetings will be approximately 2 to 3 hours long and will be held at least quarterly. We will schedule all meetings at least 6 weeks in advance.

### ***Guiding Principles:***

1. This TEP serves the needs of the PACE population. Its members are committed to improving the quality of care given to PACE participants, while also improving their quality of life.
2. This TEP will ensure that quality measures identified and adapted to the PACE population are meaningful to participants and do not add undue burden to those participants or to their caregivers, physicians, nurses, or other personnel involved with their care.
3. This TEP will be responsive to project timelines. Its members will provide punctual responses to requests for input, insights, and feedback.
4. This TEP will address patient-centeredness and patient and family engagement as key focus areas for their work.

### ***Estimated Frequency of the Meetings:***

There will be at least four meetings during each contract year, starting in December 2014. The first TEP teleconference meeting occurred on Monday, December 15, 2014 from 12:00 to 3:00 p.m. ET.

### ***Date Approved by TEP:***

TEP members reviewed, edited, and approved this charter with changes December 15, 2014.

**TEP Membership:**

<b>TEP Member</b>	<b>Organizational Affiliation, City, State</b>
Meenu Arora, B.H.M.S., M.B.A.	Quality Improvement Leader Sequoia Hospital Campbell, CA
Mary M. Austin, M.S.N., R.N., NHA	Vice President of Health Services New Courtland Elder Services Philadelphia, PA
Hazel R. Crews, PT, M.H.S., M.H.A., CPHQ	Chief Quality Coordinator Indiana University Health Indianapolis, IN
Theresa L. Edelstein, M.P.H., LNHA	Vice President Post-Acute Care Policy and Special Initiatives New Jersey Hospital Association Princeton, NJ
Jennifer Dingman	PACE Caregiver for Participant of Innovage PACE Program
Lisa Eible, M.S.W., LCSW	Social Work Supervisor University of Pennsylvania Philadelphia, PA
Faisal H. Abdoul Enein, Dr.P.H., M.S.N., M.P.H., R.N., FNP-BC, USPHS	Adjunct Associate Professor University of Texas Health Science Center Houston, TX
Christine Filippone D.N.P., M.S.N., ANP, CIC	Director of Epidemiology/Infection Control Community Medical Center Toms River, NJ
Jade Gong, M.B.A., R.N.	Senior Vice President Strategic Initiatives Health Dimensions Group Minneapolis, MN
Li Grace, M.H.A.	Chief Operating Officer On Lok Lifeways San Francisco, CA
Jill Graziano, R.N., B.S.N., M.B.A.	Executive Director ElderONE Rochester, NY
Jennie Chin Hansen, R.N., M.S., FAAN	Chief Executive Officer American Geriatrics Society New York, NY
Anne Lewis, B.S., M.A.	Director of PACE Advisory Services Health Dimensions Group Minneapolis, MN

TEP Member	Organizational Affiliation, City, State
Jay Stanley Luxenberg, M.D., FACP, AGSF	Chief Medical Officer On Lok Lifeways San Francisco, CA
Karen A. Madden, M.P.H., RN-BC, GNLA	Nursing Program Manager Providence ElderPlace Portland, OR
Michael Maller, B.S.	ICU Liaison and Patient and Family Advisor University of Washington Medical Center Seattle, WA
Kathleen Mashanic, M.P.A.	Quality Assurance Manager Immanuel Pathways Omaha, NE
Daniel P. Ochylski, M.S., R.N.	Nurse Entrepreneur-Chief Executive Officer Independent Nursing Services Roseville, MI
Sarah Payne, D.O.	Geriatrics/Family Medicine/Hospice Physician Banner Arizona Medical Clinic Peoria, AZ
Dawn M. Poeller	Director of Quality Care Resources PACE Grand Rapids, MI
Luke Reynolds	Executive Director LifeCircles PACE Muskegon, MI
Stephanie Smith, CPA, M.Acc.	Chief Executive Officer PACE Senior Services New Orleans, LA
Lori L. Thomas, LCSW	Quality Manager Immanuel Pathways Omaha, NE
Lisa Zavorski, M.H.A.	Director of Quality and Compliance Life St. Francis Trenton, NJ