

FY 2019 Flex EMS Supplement Project End-of-Year Report

Instructions

The FY 2019 EMS Flex Supplement project will require an end-of-year report. Reports are due 90 days after the budget period end date.

Due November 29, 2020: Summary report of project activities and related measures for the past budget period (September 1, 2019 – August 31, 2020). Report should also include a brief summary of supplement spending for year one. Any additional questions can be directed to the EMS Supplement Lead TChappel@hrsa.gov

These instructions outline the suggested format and content for the FY 2019 Flex EMS Supplement End-of-Year Report. Use the following sections, prepare the report in .docx or .pdf format, and upload the file to the Electronic Handbooks (EHB) reporting task. You do not need to attach a copy of the work plan unless there were substantial changes during the project year from the original approved work plan (examples of substantial changes: main activities delayed or altered, key partners left the project, etc.). The report should be about five pages long, including pictures and tables (revised work plan does NOT count toward the page limit).

The End-of-Year report is the only reporting requirement for the FY 2019 Flex EMS Supplement. PIMS will not have any questions regarding these projects. The information from these reports will be used to inform future program direction, identify best practices and promising interventions that can be shared with Flex program stakeholders.

Using these instructions, you are expected to describe the activities completed by participating rural EMS agencies and other partners. Please include the “Basic Information,” regardless of the Focus Area you are working on. For the chosen Focus Area, please include all corresponding sub-sections in your report.

Basic Information

Purpose

Name the focus area (sustainable model or quality measure development) you are working on, briefly describe the need your project is addressing, and the data used to identify the need.

Participants

How many EMS agencies did you originally expect to participate in the project? How many EMS agencies are currently participating in project activities (compared to the initial expectations)? Do you expect more agencies to join? Why or why not? How much time and effort will this project take at the EMS agency level?

Partners

Please list and identify all partners and collaborating organizations that are participating in this project. Partners and collaborating organizations are those that are providing in-kind support (hospitals, committees, subject matter experts, etc.).

Contractors

Please list all of the contractors for this project. Contractors are organizations paid for services, they are not considered partners or collaborating organizations. However, please note that one organization may be a contractor for one project and a partner/collaborator for others.

Expenditures

How much did you spend in FY19? Did you have unspent supplement funds remaining at the end of the budget period (use best estimate)?

Please Respond

We plan to share your Purpose and Partners sections of this report on your [State Flex Profile](#).

If you choose to opt-out of sharing, please include a statement at the end of your report.

TASC will work with each program to ensure consistency on your State Flex Profile. Having TASC use this information to update your State Flex Profile reduces your burden of updating later in the year. If you opt out, you will be requested by TASC to provide an update later this year. The State Flex Profiles are some of the most frequently accessed pages on the TASC website. Key partners and the public want to know the great work you are doing to benefit the rural communities in your state through the Flex Program!

Focus Area 1: To implement demonstration projects on sustainable models of rural EMS care

Measures

Provide a chart listing each measure, as well as your baseline data, and the target for each measure. Are you on track to meet the targets? If you already have results for some of your measures please also include those. Please keep in mind that each project must have 1-3 measures.

Barriers and Lessons Learned

What barriers to implementation has the state Flex program and local EMS agencies encountered so far? Of these barriers, which two (up to two) posed the most significant challenges?

What are your lessons learned from Year One of this project that would be useful to other states that want to implement something similar in the future?

Recommendations (optional, depending if you have any recommendations)

What are your preliminary recommendations/observations regarding implementation issues? For example, do you have any lessons learned related to development, planning, implementation, engaging partners, or engaging rural EMS agencies that could be useful for other Flex programs?

Focus Area 2: To implement demonstration projects on data collection and reporting for a set of rural-relevant EMS quality measures

Measures

Provide a chart listing each measure, as well as your baseline data, and the target for each outcome measure. Are you on track to meet the targets? To what extent does each measure meet the four criteria (Relevance, feasibility, Actionability, and impact)? Please keep in mind that each project must have 1-3 measures.

Criteria to assess measures:

- Relevance: The measure is related to a condition or patient population rural EMS agencies are likely to encounter
- Feasibility- Data can be realistically collected and accessed
- Actionability- There are specific actions that can be taken to improve EMS performance and capacity using the measure
- Impact- The focus of the measure is important to improving EMS system performance or patient care and/or outcomes

Barriers and Lessons Learned

What barriers to implementation has the state Flex program and local EMS agencies encountered so far? Of these barriers, which two (up to two) posed the most significant challenges?

What are your lessons learned from year one of this project that would be useful to other states that want to implement something similar in the future?

Recommendations (optional, depending if you have any recommendations)

What are your preliminary recommendations/observations regarding implementation issues? For example, do you have any lessons learned related to development, planning, implementation, engaging partners, or engaging rural EMS agencies that could be useful for other Flex programs?