PROJECT NAME: **Resource/Evaluation Center of Excellence**

CONTRACTOR SFS PAYEE NAME:

CONTRACT PERIOD: From: October 1, 2019

To: September 30, 2024

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| PROJECT SUMMARY: (max 50,000 characters)  The **Resource/Evaluation Center of Excellence** will build and support the technological capacity of CEI, using the latest distance learning, tele-mentoring technologies (e.g. [ECHO](https://echo.unm.edu/)). The Resource/Evaluation Center will coordinate all continuing education crediting activities in concert with the CEI Centers and the New York State Department of Health AIDS Institute (NYSDOH AI) programs. The Center shall be an approved provider of credits through the Accreditation Council for Continuing Medical Education (ACCME).  The Resource/Evaluation Center will maintain the [www.ceitraining.org](http://www.ceitraining.org) website and other related websites as a large scale, multimedia platform that meets all NYSDOH security protections and has the capacity to expand. The website will serve as a portal to host a wide range of online and media clinical education programs including but not limited to: archive webinars, webcasts, podcasts, virtual case simulation, public service announcements, etc. The Resource/Evaluation Center will be responsible for developing an innovative digital platform to train the Centers of Excellence on how to disseminate clinical education using the most current and effective technologies. The Center will conduct annual surveys to assess digital distribution, identify training topics, desired training formats, locations and other priority topics for needed trainings determined by the AI. The Resource/Evaluation Center will evaluate CEI’s clinical education activities. The Resource/Evaluation Center will maintain and update performance measures on the major areas of activities and evaluate the activities to implement improvement strategies based on data. The Resource/Evaluation Center will analyze CEI activities with the goal of reducing rates of HIV, HCV, STI and drug use and improving the health of patients who have HIV, HCV, STI and use drugs. The Center will develop a wide range of online training interventions based on the curricula and materials developed by the other Centers of Excellence and AI. |

**INSTRUCTIONS:**

For the Grants Gateway **Work Plan Project Summary**, applicants are instructed to insert the Project Summary as it is listed above. In the Grants Gateway **Work Plan Organizational Capacity** section, applicants are instructed to enter “not applicable.”  Any additional Project Summary or Organizational Capacity entered in these areas will not be considered or scored by reviewers of your application.

Funded applicants will be held to the Objective and Tasks as listed in Attachment D: Resource/Evaluation Center of Excellence Work Plan. Applicants are required to enter a Performance Measure for each Task listed.

| **OBJECTIVE (max 75 characters)** | **TASKS (max 250 characters each)** | **PERFORMANCE MEASURES (max 500 characters each) To be entered by the Applicant** |
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| 1: Educate clinicians by providing continuous & innovative clinical trainings. | 1.1 Tasks required to obtain administrative staff (medical & administrative director, coordinators, administrative support, etc.) within 90 days. | 1.1.1 |
| 1.2 Tasks required to create educational needs assessment tools and mechanism for continually scanning the educational environment for related clinical educational activities and resources within 90 days. | 1.2.1 |
| 1.3 Tasks required to create a plan within 90 days for working with the other 3 CEI Centers to accomplish educational goals. | 1.3.1 |
| 1.4 Tasks required to create plan to distribute the latest clinical guidelines and emerging clinical issues and the challenges found in clinical practice within 90 days. | 1.4.1 |
| 1.5 Develop plan of didactic and case based clinical education interventions using cost effective mix of in-person training methods and distance learning, tele-mentoring and digital health technologies to ensure services within 90 days. | 1.5.1 |
| 1.6 Tasks associated with developing plan for awarding continuing professional education credits to CEI learners within 90 days. | 1.6.1 |
| 2: Expand the base of providers able to diagnose/care for target populations. | 2.1 Task associated with getting access to the target audience. | 2.1.1 |
| 2.2 Tasks associated with utilizing CEI branded materials at various events and publications. | 2.2.1 |
| 2.3 Tasks associated with ensuring access of clinical expertise in HPSA, rural areas and other health shortage areas. | 2.3.1 |
| 2.4 Tasks associated with effectively promoting service integration for HIV, HCV, STI and people who use drugs. | 2.4.1 |
| 2.5 Tasks associated with process by which Center will ensure coordination across the initiative, to maximize medical education outcomes and promote efficient use of resources. | 2.5.1 |
| 3: Disseminate AI clinical practice guidelines & other relevant materials/resources. | 3.1 Tasks associated with promoting the services of the statewide CEI line. | 3.1.1 |
| 3.2 Tasks associated with promoting CEI website. | 3.2.1 |
| 4: Foster partnerships among clinical providers and professional organizations. | 4.1 Tasks associated to increase CEI statewide visibility for clinical education. | 4.1.1 |
| 4.2 Tasks associated to increase CEI’s access to the target audience. | 4.2.1 |
| 4.3 Tasks associated to maximize effectiveness of the Resource/Evaluation Center registration process for learners. | 4.3.1 |
| 4.4 Tasks required to foster utilization of CEI branded templates and materials. | 4.4.1 |
| 4.5 Tasks associated with process for reaching out to state, federally funded HIV, HCV, STI and initiatives in support of AI clinical policies and activities. | 4.5.1 |
| 5: Develop performance measures for CEI activities and priorities. | 5.1 Tasks associated with evaluating CEI activities. | 5.1.1 |
| 5.2 Tasks associated with developing a core set of data elements and annual report. | 5.2.1 |
| 6: Flexibility in programming for directing resources effectively. | 6.1 Flexibility in programming is necessary to ensure that resources are effectively directed to the populations and communities most in need. | 6.1.1 |
| 6.2 Contract activities & deliverables may be modified at any point in this contract upon direction of the AIDS Institute to address emerging needs or disparities, emerging HIV/STD/HCV epidemiologic patterns, or to accommodate advances in best practice.  6.3 Assist with other priority public health issues if/when they arise (e.g., local STD case increases, outbreaks, emergency situations, etc.). The contract manager must approve non-workplan activities. | 6.2.1 Aid with non-workplan public health issues if/when they arise.  6.3.1 Aid with non-workplan public health issues if/when they arise. |