

PURPOSE:

The purpose of this policy is to ensure that ___ appoints and maintains a provider to lead the transformation and continuation to a Patient Centered Medical Home, and a transformation manager.

POLICY:

It is the policy of the ___ to transform the Practice into a sustainable medical home. It is the policy of (Practice to designate care team members to serve in specific roles as defined by the Practice and its organizational structure. The Practice will have the leadership support to implement the desired model of care. It is the policy of the Practice that the transformation leader(s) recognize the role of staff in the operations of the Practice.

PROCEDURES:

The Practice identifies a provider and a transformation leader for the patient-centered medical home transformation. These may be different individuals or one in the same.

The Practice recognizes a lead provider and a transformation manager for the transformation to a patient-centered medical home in order to provide the framework for the medical home.

The Practice provides a written job description and compensation, as appropriate, for these positions.

The Practice offers training and licensure, as applicable, necessary to perform the roles and responsibilities of the position(s).

Quality Control

The Practice monitors the policy and procedure in the following manner:

- Annual performance evaluation of the transformation leader(s) to assess success in the designated role.
- Annual review of professional development opportunities (to include training and licensure) offered by the Practice to the transformation leader(s) to ensure that he or she can fulfill the duties as expected by the position.

DATE	ANNUAL REVIEW/ SUMMARY OF CHANGES	APPROVED BY
