

## Washington State Aging & Disabilities Resource Center Work Plan

Major Objective	Key Tasks
1. Develop a model ADRC	a. Hire, Train, and Supervise ADSA Project Manager
	b. Create and staff ADRC advisory committee representing ADSA, Pierce County Aging and Long-term Care (ALTC), BCU and stakeholders
	c. Partner with a high performance aging I&R/A program as the foundation for the development of a model Aging & Disability Resource Center: Negotiate & execute contract with ALTC to develop pilot ADRC. Provide state level oversight, support local implementation, & develop statewide replication plan
	d. Implement Pierce County ADRC Plan: <ul style="list-style-type: none"> <li>• Complete Pierce County ADRC pilot implementation plan</li> <li>• Hire and supervise staff</li> <li>• Coordinate local administrative and stakeholder support for project</li> </ul>
	e. Serve adults with physical and/or cognitive disabilities: <ul style="list-style-type: none"> <li>• Consult with stakeholders and state/federal agencies on programs for adults with physical and/or cognitive disabilities</li> <li>• Develop working agreements with agencies serving adults with physical and/or cognitive disabilities and coordinate with related ADSA initiatives.</li> <li>• Train ADRC staff / implement service to adults with physical and/or cognitive disabilities</li> </ul>
	f. Serve Children with physical and/or cognitive disabilities <ul style="list-style-type: none"> <li>• Consult with stakeholders and state/federal agencies on programs for Children with physical and/or cognitive disabilities.</li> <li>• Develop working agreements with agencies serving Children with physical and/or cognitive disabilities</li> <li>• Train ADRC staff / implement services to Children with physical and/or cognitive disabilities</li> </ul>

Major Objectives	Key Tasks
2. Implement a fully functional aging and disability I&R/A resource database/client management system.	a. Determine and select software solution(s): <ul style="list-style-type: none"> <li>• Research software options and methods to make linkages between systems</li> <li>• Negotiate, costs, options and linkage solutions</li> <li>• Procure vendor</li> </ul>
	b. Customize Information Management/I&R Resource Database System <ul style="list-style-type: none"> <li>• Customize Client Information Management component: incorporate into CARE Tool, coordinate with NAPIS &amp; other desired internal report options</li> <li>• Customize Resource Database: Taxonomy, Inclusion/Exclusion, Client Management/Resource Database Connections; Web interface; Reporting</li> <li>• Coordinate with BCU &amp; 2-1-1</li> </ul>
	c. Launch information management/I&R software system.
	d. Provide technical assistance and training to the ADRC
	e. Determine Strategies for Statewide Implementation

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3. Seamlessly coordinate between the pilot ADRC and specialized entry points that require financial eligibility determination, needs assessment and/or individualized service authorization	a. Build new and enhance current partnerships for seamless ADRC operations and eventual statewide expansion: <ul style="list-style-type: none"> <li>• Technology Partners</li> <li>• Program Partners (including DSHS-HCS and critical pathways)</li> </ul>
	b. Employ technology for seamless ADRC operations <ul style="list-style-type: none"> <li>• Telephony</li> <li>• Information Management System</li> <li>• ACES/MMIS(financial eligibility), CARE Tool (assessment), SSPS/MMIS (service authorization)</li> </ul>
	c. Evaluate, upgrade, and revise methods/strategies as appropriate and needed for ongoing seamless coordination. <ul style="list-style-type: none"> <li>• Technology applications</li> <li>• Support for continuous and seamless coordination</li> </ul>

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4. Expand BenefitsCheckUp (BCU) in our state to serve the full spectrum of people, regardless of age or particular disability.	a. Determine unmet needs for ADRC target populations to be included in BCU database
	b. Partner with proposed additional benefit programs for inclusion in the BCU database, including application forms and linkages for authorization determination whenever possible
	c. Training and support to the ADRC on additional benefits available
	d. Ongoing maintenance, support and updating of additional benefits

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5. Increase Public Awareness of long-term care options and the ADRC	a. Utilize social marketing strategies to actively promote public awareness of both public and private long-term support options. <ul style="list-style-type: none"> <li>• Craft social marketing plan and messages</li> <li>• Implement Plan</li> <li>• Measure success</li> </ul>
	b. Utilize social marketing strategies to actively promote public awareness of ADRC to potential consumers of both public and private pay options. <ul style="list-style-type: none"> <li>• Craft social marketing plan, logo, materials, and messages.</li> <li>• Include in plan strategies to engage and partner with critical pathways around ADRC development, implementation, and referral protocols.</li> <li>• Implement Plan</li> <li>• Measure success</li> </ul>

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6. Develop and employ Evaluation Framework	a. Develop Plan <ul style="list-style-type: none"> <li>• Determine details of plan: timelines/intervals, responsible parties, data-collection tools &amp; instruments – revise as needed</li> <li>• Submit detailed plan</li> </ul>
	b. Submit Baseline Data
	c. Employ Evaluation Framework throughout the 3 year period at determined intervals and upon completion of grant.
	d. Utilize Data in policy level decision package to be prepared for future legislative budget

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<b>7. Assess for Statewide ADRC Expansion and Sustainability</b>	a. Using data from evaluation framework and advisory committee input, assess feasibility of Washington-specific statewide ADRC expansion and sustainability.
	b. In a concerted two-pronged effort, build field expertise and community awareness, including with critical pathways, for possible expansion of ADRC concepts and Information Management/I&R Resource Database System statewide.
	c. Research and evaluate sustainable funding options to support Aging I&R/A serving under 60 individuals (i.e. FFP, state funds, local levies, etc).
	d. Continue to coordinate with Benefits <i>CheckUp</i> and 2-1-1 towards potential sustainability efforts.
	e. Provide information support to national sustainability efforts