

# BHICA IMPROVEMENT PLANNING GUIDE

**This guide is designed to provide you with a framework to record and plan specific action steps related to improve a high priority area related to the Behavioral Health Integration Capacity Assessment (BHICA).**

**Which component of the BHICA is the focus of your improvement strategy?**

- Section I: Understanding Your Population
- Section II: Assessing Your Infrastructure
- Section III: Identifying the Population and Matching Care
- Section IV: Assessing Three Approaches to Integration
- Section V: Financing Integration

**SELECTING YOUR IMPROVEMENT GOAL:** As you plan your strategies to make progress towards accomplishing your goals consider selecting an initial plan characterized by the following:

- In the control of your organization
- Likely to be accomplished within a short timeframe (less than 3 months)
- Likely to affect a significant number of individuals
- Likely to make use of your organizational strengths
- Not likely to cause other problems that will require considerable attention
- Consistent with the principles of Chronic Disease Self-Management (CDSM) best practices
- Relatively inexpensive (feasible)
- Likely to have multi-stakeholder support, especially leadership support
- Measurable (performance indicators that are meaningful, reliable, and clear)
- Likely to be sustainable in the organization
- Affects many people

**IMPROVEMENT TEAM MEMBERS (organize a team that has the knowledge, responsibility, skills, and organizational authority to implement change)**

Improvement Plan Team Leader \_\_\_\_\_

Team Member \_\_\_\_\_

Team Member \_\_\_\_\_

TeamMember \_\_\_\_\_

**FOCUS OF THE IMPROVEMENT PLAN**

State the overall goal you would like to accomplish in the next 1-3

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**DESIGN AN INITIAL IMPROVEMENT PLAN BASED ON A PDCA FRAMEWORK. The use of a SMART goal and planning outline is a useful tool to record and establish timeframes, activities, and responsible individuals.**

**PLAN** (your very first action step to start the improvement process)

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**DO**

Who is responsible for implementation of this action step? \_\_\_\_\_

When will this step be accomplished and reported to the team? \_\_\_\_\_

Anticipate possible/likely barriers and how will they be addressed

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**CHECK**

How will your team determine the outcome of your initial action step?

List specific and measurable performance indicators that is practical, meaningful and reliable.

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Did the action step move you closer to the overall goal? Yes\_\_\_ No\_\_\_

## **ACT**

Based on the outcome of the action step what is the next step?

- accomplished as planned,
- partially accomplished or
- not accomplished.

If first strategy was successful, go to next action step.

**Next action step:**

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If first strategy not successful, identify the factors contributing to the outcome of your initial effort (e.g., organizational barriers, strategy not implemented as designed, initial strategy too complicated, impractical or unclear).

Modify or design a different strategy and apply the PDCA framework.

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