

SCOPE OF WORK**Mendocino County Health and Human Services Agency,
Prevention and Planning Unit****June 1, 2017 – February 28, 2019****REQUIRED OBJECTIVE #1****Objective #1: By February 28, 2019, PAPU will conduct activities to maintain the Safe Rx Mendocino opioid safety coalition.**

Activities	Person(s) Responsible	Timeline	Deliverables
A. Increase the number and type of partners engaged as coalition members.	Sr. Program Manager/Program Administrator	6/2017 – 12/2018	Coalition membership list
B. Convene at least 3 coalition steering committee meetings or calls per calendar year.	Sr. Program Manager	6/2017 – 2/2019	Agendas, sign-in sheets, meeting notes
C. Convene at least 2 topic/discipline-specific workgroup or subcommittee meetings or calls per calendar year.	Sr. Program Manager/Program Administrator	6/2017 – 2/2019	Agendas, sign-in sheets, meeting notes
D. Convene one stakeholder meeting and attend one CDPH-sponsored convening per year in Sacramento. Include coalition members and other community representatives involved in reducing opioid abuse.	Sr. Program Manager	6/2017 – 2/2019	Agenda
E. Establish, maintain and update the coalition website, or other appropriate communication channels.	Sr. Program Manager/Staff Assistant	6/2017 – 2/2019	Web page

REQUIRED OBJECTIVE #2

Objective #2: By February 28, 2019, PAPU will submit 3 progress reports and 1 final report to CDPH, summarizing progress, accomplishments, data results, and deliverables.

Activities	Person(s) Responsible	Timeline	Deliverables
A. Track activities and deliverables regularly for submission of 3 progress reports, and 1 final report. Maintain relevant collateral materials and other back-up documentation as necessary.	Sr. Program Manager/Program Administrator	6/2017-2/2019	Progress report summaries and project deliverables as identified in the SOW.
B. Submit semi-annual progress reports to CDPH, using a CDPH required reporting template. Reports will include: 1) summary of overall accomplishments and challenges; 2) stated progress on each objective; 3) current data results reflective of SOW deliverables; 4) associated collateral materials; and, 5) additional information as requested by CDPH.	Sr. Program Manager	11/2017 05/2018 11/2018 02/2019 Final	Completed Progress Report
C. Submit the CDPH MAT and Naloxone Community Tracking Tool electronically once per quarter.	Sr. Program Manager	7/2017 – 12/2018	Completed and submitted Tracking Tool

OBJECTIVE #3

Objective #3 NALOXONE ACCESS: By February 28, 2019, PAPU will increase naloxone access in Mendocino County by 15%, measured by number of first responders carrying naloxone.

Activities	Person(s) Responsible	Timeline	Deliverables
A. Survey first responder agencies to assess the number and percent that are carrying naloxone.	Staff Assistant	6/2017 - 7/2017	Completed summary of survey results
B. Advocate with first responders in all jurisdictions to start carrying naloxone.	Sr. Program Manager/Program Administrator	6/2017 - 7/2017	Meetings with at least 5 agencies
C. Collaborate with first responders to develop and adopt policies for carrying naloxone.	Coalition Prescriber Committee	9/2017 - 12/2017	At least two additional agencies begin carrying naloxone
D. Establish guidelines for co-prescribing naloxone.	Coalition Prescriber Committee	9/2017 - 12/2017	Guidelines endorsed by at least 40% of provider offices and clinics
E. Create an educational brochure about naloxone for wide distribution through ERs, primary care providers, pain management specialist, law enforcement agencies, probation department.	Sr. Program Manager	6/2017 - 12/2017	Completed brochure
F. Create and publish a press releases and PSA targeting the general public, modeled on the "You Could Save a Life" Campaign.	MCHC Medical Director	6/2017 - 12/2018	PSAs on 3 radio stations and press release published in 3 newspapers.

OBJECTIVE #4

Objective #4 SAFE PRESCRIBING: By February 28, 2019, PAPU will increase knowledge of complementary therapies with the goal of decreasing opioid use.

Activities	Person(s) Responsible	Timeline	Deliverables
A. Research locally-available complementary therapy options (physical therapy, chiropractic, acupuncture, etc.) and develop comprehensive resource guide.	Program Administrator/Staff Assistant	6/2017 - 12/2017	Completed resource guide, print and electronic
B. Distribute resource guide and promote the availability of local complementary therapy options (physical therapy, chiropractic, acupuncture, etc.) to local health care insurers and prescribing physicians.	Program Administrator	1/2018 - 2/2019	Resource guide distributed to all providers
C. Educate public on scientific benefits of complementary therapies	Program Administrator	1/2018 - 12/2018	3 news articles published

OBJECTIVE #5

Objective #5 PUBLIC EDUCATION AND MEDIA OUTREACH: By February 28, 2019, PAPU will increase community knowledge and awareness by conducting community outreach and education activities.

Activities	Person(s) Responsible	Timeline	Deliverables
A. Implement CDC and CDPH-sponsored media campaign activities as appropriate (future information and guidance will be provided by CDPH on these interventions).	Sr. Program Manager	8/2017 - 2/2019	Utilization of social media, website, and other media using CDC and CDPH materials and messages
B. Conduct community-based outreach to supplement CDC and CDPH messaging, focusing primarily on patients and the public.	Program Specialist	8/2017 - 2/2019	Utilization of social media, website, newspapers, community presentations, etc.
C. Conduct targeted outreach to Spanish-speaking and Native American Communities	Program Specialist	8/2017 - 2/2019	At least 1 representative from each community attends Coalition meetings
D. Distribute prescription lock bags through providers, pharmacies, health fairs, etc.	Program Specialist/Staff Assistant	8/2017 - 2/2019	At least 500 lock bags distributed at 8 events (2 events in 4 jurisdictions)
E. With MCOE and school districts, deliver opioid prevention education curriculum in high schools.	Contractors/ Program Specialist	1/2018 - 12/2018	Curriculum delivered in 4 high schools

OBJECTIVE #6

Objective #6 MEDICATION-ASSISTED TREATMENT: By February 28, 2019, PAPU will increase the number of certified providers in the county by 20%.

Activities	Person(s) Responsible	Timeline	Deliverables
A. Make presentation to Consolidated Tribal Health Project (CTHP) providers and staff	Sr. Program Manager	9/2017 - 8/2018	1 CTPH physician becomes certified to prescribe
B. Make 2 presentations to clinic- and office-based providers.	Sr. Program Manager	1/2018 - 12/2018	2 physicians become certified to prescribe
C. Advocate with hospital emergency rooms for adoption of suboxone induction protocols.	Sr. Program Manager	9/2017 - 12/2018	At least 1 ER adopts suboxone induction protocol.