Final agenda - ABCD - Treatment Demonstration Program – virtual meeting

Time	Goal	Visual	Content/Messages	Audience Interaction	Who
A few minutes prior to official start	Ensure a smooth start at the outset	Rotating slides	Hosts (Mary, John) warmly welcome people as they join the meeting Ask people to type names, locations in question field (see right) Emphasize anything they need to know about using technology, getting help, use of questions to – dialogue, etc.	As people join, as them to use the question/chat field to type their name, location and organization (if caregiver or provider)	John
00:00 – 00:02 2 min	Welcome – official kick-off	Slide #1&2– Intro & Team Photo	Introduction who from team is on the call, and where each person is calling in from • Lucy • Sarah • John • Mary • Nancy	People continuing to make intros online	Sarah
00:02 – 00:03 1 min	Set context Clarify meeting goals	Slide #3 – Meeting objectives	• Thank everyone for investing the time • Explain purpose of this meeting and intended outcomes – immediately afterwards and beyond • Sarah introduce Nancy		Sarah
00:03 – 00:04 1 min	Set expectations	Slide #4 - Agenda	Explain how this meeting will flow Combination of presentation and (virtual) discussion	All encouraged to submit questions throughout	Nancy

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00:04 – 00:05 1 min	Establish ground rules	Slide #5 – Meeting Norms	Before we begin,….to ensure that this meeting represents the best use of time for everyone here, there are few ground rules we want to cover: • All phone lines are muted; lines will be unmated as necessary so individuals can ask questions aloud • Chat in any questions • ABCD team will be monitoring chat and will read your questions at designated times • We may not get to all of them, but we will summarize and send to XYZ • Do not place your phone on hold • Contact Elisa XXXX for technical assistance We will stop frequently for discussion and to answer questions – multiple opportunities to interact, etc. Some of us will be reviewing questions as they come and will pause every so often to ask Lucy some frequently recurring questions at the appropriate time We will also be asking you questions from time to time…		Nancy – then turn over to John

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			Think of this as a virtual meeting where you have opportunities to interact, using our conference tools, to ensure that we cover key content and answer the most important questions Now I'd like to turn this over to John, who will share some recurring themes from the survey most of you completed when you registered for this meeting…		
00:05 – 00:10 5 min	Segue to survey summary slides	Slide #6-11 - survey summary slides (@5 slides)	Thanks for taking the time to respond Many great ideas that reflected a great deal of knowledge, compassion, desire to improve the lives of SC patients Survey highlights – Your responses were extremely helpful to Lucy and the whole team as we designed this meeting…	Be prepared for people who may not have answered questions	John
00:10 – 00:10 0 min	Question reminder	Slide #12 - reminder	John reminds audience to submit questions along the way, and let them know that we will pause in a few minutes to discuss questions		John
00:10 – 00:12 2 min	Explain goals of YY grant	Slide#13&14– Intro & YY Goals	Review goals briefly – indicate which are same, different, more important than ever before, etc.		Lucy
00:12 – 00:17 5 min	Introduce new concepts for YY	Slide #15 – Re-envisioned YY	Review each point with a bit of explanation and/or illustration.	Asking questions online at this point	Lucy
00:17 –	Show Current	Slide #16 - Current Comp	Review locations, and logic, and		Lucy

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00:19 2 min	Comprehensive Centers	Care Ctrs	make points especially relevant for changes to TDP		
00:19 – 00:21 2 min	Show Program Grantees	Slide #17- Program Grantees	Make points here that help show the logic, rationale of the new grant funding concept you are about to unveil		Lucy
00:21 – 00:23 2 min	Show XYZ Regions	Slide #18 – XYZ regions	Explain how other XYZ programs are organized into these 10 regions – and regional concept in general		Lucy
00:23 – 00:27 4 min	Explain the concept of **Collective Impact** – lens, or framework that helped guide the devt of our new funding model	Slide #19 - Collective Impact slide	Explain in layperson's terms with vivid examples For each of the 5 conditions, give an example based on one situation, so participants can more easily grasp the concept of collective impact		Lucy
00:27 – 00:32 5 min	Explain use of primary, secondary grantees	Slide #20- Primary, secondary grantees	As you explain, underscore how this is different from current version Explain why this new concept will benefit which audiences more than current version Give example to show how this concepts works – at a high level for now		Lucy
00:32– 00:38 6 min	Pause for questions	Slide #21 - Pause for questions	Mary and John review questions that have come in and send to Nancy via Skype Nancy will also have a few questions she can be ready to pose as questions come in: • How will this regional		Nancy to pose questions of Lucy Mary and John to suggest questions Nancy will pose

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			funding model help get better care, faster, for patients who have trouble finding providers today?		
00:38 – 00:43 5 min	Help participants envision Primary Grantee Regional Activities – generally and with scenario	Slide #22– Primary grantee regional activities (build slide)	Explain, step by step, what each regional activity means, using an example. Use a scenario that you can pull all the way through the entire concept E.g.: Build partnerships that support the network. Such a partner might include XXXX….. This means that the region establishes a relationship with partner XXX . That partnership then benefits all states in that region, rather than each state having to duplicate the same type of partnership on their own…..		Lucy
00:43 – 00:47 4 min	Show how secondary grantees state activities – contrast and compare with regional activities	Slide #23 Secondary grantee state activities (Texas) (build slide)	Build slide. First show activities that are same as region. Then build new activities that are unique for state/secondary funder. Explain that yes, some are the same as the regional activities. However, there are many differences, too – use the scenario to explain how they're different, emphasizing benefits to patients, caregivers, etc.		Lucy
00:47– 00:51 4 min	Pause for questions if they come at this point	Slide #24	Mary and John review questions that have come in and send to Nancy via Skype		Nancy to pose questions of Lucy Mary and John to

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			Nancy will also have a few questions she can be ready to pose as questions come in: • What will this new model do to help foster better communications between patients, their families, providers and treatment centers? Can you give us an example of how this will work?		suggest questions Nancy will pose
00:51–00:56 5 min	Primary grantee regional partnership development	Slide #25 - Primary grantee regional partnership development (build slide)	Explain concepts on this slide using same scenario as you started earlier Show main differences between current state and desired future state		Lucy
00:56 –1:00 4 min	Secondary Grantee State Partnership Development – contrast how different, how complementary w/regional partnerships	Slide #26 - Secondary Grantee State Partnership Development (build slide)	Explain key points, and explain how state partnership devt is different, using same scenario – e.g., it is the state coordinator that forges partnerships with hematologists and PCPs The benefits of this approach are… This streamlines the process to expedite the best care to people who most need it by…..		Lucy
1:00 –1:06 6 min	Pause for questions	Slide # 27 - Pause for questions	Mary and John review questions that have come in and send to Nancy via Skype Nancy will also have a few questions she can be ready to pose as questions come in.	Ask/review questions	Nancy to pose questions of Lucy Mary and John to suggest questions Nancy will pose

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1:06 – 1:13 7 min	Pause for us to ask a question	Slide #28 with question typed in advance (see right)	PLACEHOLDER FOR US TO POSE QUESTION HERE – *"Strong partnerships are crucial for this model to work well. What do you see as some of the qualities that will make for a successful partnership, at the regional level, state level or both?"*	Audience types responses – all are encouraged to review as they appear	Nancy invites participation and comments on recurring themes
1:13 – 1:15 – 2 min	Collaborative Model – create holistic picture	Slide #29 - Collaborative Model (build slide)	Putting it all together – explain how this new model will call for different kinds of collaboration, communication, cooperation

Underscore benefits to various audiences

Use scenario to summarize benefits | | |
| 1:15 – 1:17 2 min | Created Desired Future State - Program | Slide #30 - Future Program | Imagine if…..desired future state, looking at all regions, all states, all patients, etc. | | |
| 1:17 – 1:21 4 min | Answer additional questions – create shared understanding | Slide #31 – Pause for Questions | Mary and John review questions that have come in and send to Nancy via Skype

Open for more audience questions – these may be as a result of the poll just completed, or additional questions not yet answered

If no questions, then go to poll | | Nancy to pose questions of Lucy

Mary and John to suggest questions Nancy will pose |
| 1:21 – 1:29 8 min | Pause for us to ask question | Slide #32 - Poll – multiple choice – may pick more than one

If you were able to grant only a few regions to start | Poll:

We'd like to hear from you what criteria you'd suggest we use to allocate funding. | Audience responds to poll | Avery to launch poll in WebEx

Nancy invites participation and comments on results |

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		off, what criteria would be most important? • Number of patients with XX across all the states in a particular region • Number of providers in the region • Strength of current partnerships between health care institutions, community based organizations and public health entities in the region • Existing data collection and information technology infrastructure and capacity within a region • Other (*please chat in your suggestion*)	Then ask them to complete poll.		
1:29 – 1:30	Wrap up and next steps	Slide #33 – Lucy contact info Slide #34 - Thank you	Thanks for your participation Immensely beneficial as we take the next steps – will share input and questions with XYZ Reminder of shared goals – helping patients get the care they need, as quickly, etc. as possible		Lucy John