

INDEPENDENT REVIEW OF MAINE'S EARLY CHILDHOOD SPECIAL EDUCATION PROGRAMS

Project Status Report: July 31, 2020

Project Status

Overall Status this Period:	Green
Overall Status last Period:	Green
Schedule Status Notes:	<ul style="list-style-type: none"> Project schedule and timeline amended to reflect contract amendment changes
Change Request Status Notes:	<ul style="list-style-type: none"> Contract amendment approved to adjust schedule, delivery, and scope
Budget Status Notes (if project not fixed price):	<ul style="list-style-type: none"> Deliverable based/ Fixed Price. Project scope and budget amended to address identified risks

RAIDAC Under Review

#	Name	Status	Due Date	Responsible
Issues				
	None			
Risks				
1.	Potential resistance from provider community fully complete cost study.	Mitigation: Include key provider representatives in the review of cost tools and other input. Communicate regularly with larger provider group. Include Maine Leadership to assist in messaging to provider community.	Ongoing	PCG/Maine Leadership
2.	Potential availability of cost data on Part C and Part B-619.	Mitigation: Determine if any data is not available or partially available and determine workarounds.	Ongoing	PCG/Maine CDS/MaineCare

Key Accomplishments

#	Accomplishment	Responsible
1.	<ul style="list-style-type: none"> Held Advisory Committee meeting on 7/24/20 	PCG Team / ME Leadership
2.	<ul style="list-style-type: none"> Completed quality assurance review of cost reports and personnel rosters; began analysis 	PCG
3.	<ul style="list-style-type: none"> Received and conducted initial review of MaineCare data; met with MaineCare 7/30 to review further and answer questions. 	PCG / MaineCare

#	Accomplishment	Responsible
4.	<ul style="list-style-type: none"> Requested Advisory Committee meeting on or shortly thereafter 8/20 to discuss initial data analysis results 	PCG Team

Project Schedule

#	Task Name	Start Date	Finish Date	Responsible
Task/s Finished Last month				
1	Conduct data verification activities	7/22/2020	8/4/2020	PCG
2	Review cost reports and time surveys for internal consistency	7/22/2020	8/4/2020	PCG
3	Compare cost reports to submitted backup documentation	7/22/2020	8/4/2020	PCG
4	Communicate with providers via phone and/or email to finalize cost reports and time studies	7/22/2020	8/4/2020	PCG
Overdue Tasks				
	N/A			
Tasks Starting Next Week / Continuations				
1	Compile provider responses into database for analysis	8/5/2020	8/5/2020	PCG
2	Analyze costs corresponding to data collected	8/6/2020	8/19/2020	PCG
3	Analyze cost differences among providers with different attributes (e.g., size, location)	8/6/2020	8/19/2020	PCG
4	Analyze success rates/outcomes for providers' fiscal outcomes	8/6/2020	8/19/2020	PCG
Major Ongoing Tasks				
1	Review of data and research	1/21/2020	Ongoing	PCG
Tasks Four Week Horizon				
1	Present initial findings from data analysis	8/20/20	8/20/20	PCG

Deliverables Status

#	Deliverable	Status
1.	Maine CDS Cost Study Report due 9/25/2020	On track
2.	Phase I report due date changed from 4/1/2020 to 10/1/2020	On track
3.	Phase II Report due 12/1/2020	On track
4.	Presentation of Phase II Report to Joint Standing Committee 1/13/2021	On track
5.	Final Draft of market analysis approach, cost report, and training/data collection schedule submitted	Complete
6.	Submit draft communication to client contact	Complete
7.	Draft training materials	Complete
8.	Notify Providers of Cost Study	Complete

#	Deliverable	Status
9.	Distribute cost tools to providers	Complete
10.	Conduct Provider trainings on cost tools	Complete

Geographic Distribution of SPP Cost Study Participants

Aroostook
Reach, York
Reach, York
Midcoast
Two Rivers
PEDS, First Step, Opportunities
Midcoast, PEDS
PEDS, First Step, Opportunities
Two Rivers, Downeast
First Step, York
Downeast
Two Rivers
York
PEDS, REACH, First Step, Opportunities, York