

Project Description / Purpose

Project Name:	<i>Screening for Health-Related Social Needs (HRSN)</i>
Clinic:	<i>Paper Cranes Healthcare LLC</i>
Process:	<i>Screening patients for Health-Related Social Needs at annual physicals and new patient appointments</i>
TIP 2.0 Process Milestone:	<i>Milestone 3 – Screening for HRSN</i>
Project Description / Purpose	
The aim of this project is to integrate a systematic screening process for health-related social needs (HRSNs) into routine family practice clinic visits. This initiative seeks to identify and address social determinants of health (SDOH) that may impact patients' well-being and healthcare outcomes. Patient's who are identified as high-risk are assigned to a care manager who follows up quarterly.	

Project Overview

Problem Summary:	Many patients visiting family practice clinics face health challenges influenced by social determinants, such as inadequate housing, food insecurity, lack of transportation, and financial instability. These health-related social needs (HRSNs) often go unidentified and unaddressed during routine medical visits, leading to exacerbated health disparities and increased healthcare costs.
Desired Outcome(s):	Increase the number of patients screened for HRSN and referred to CBO's.
Benefits:	By identifying patients with Health-Related Social Needs, our clinic can make referrals to community-based organizations to bridge the gap and promote whole person care.

Timeline

	Description of Task and Completion Dates
Task 1	<i>Identify appropriate screening tool to use for HRSN screening (December 1st)</i>
Task 2	<i>Draft policies related to who should be screened, when they should be screened, how results are documented within EMR, and how referrals are made and closed. (February 1st)</i>
Task 3	<i>Train staff on new policies (June 1st)</i>
Task 4	<i>Conduct random audit of patients to determine if policies are being met (September 1st)</i>
Task 5	<i>Adjust policies as needed based on results of audit (December 1st)</i>

* Add new rows as needed.

Project Charter

Project Scope

In Scope Project Objectives
<i>The primary objective includes adjusting the quality control program to include a new screening tool and adding new referral partners.</i>
Out of Scope Project Objectives or Activities
<i>We are not adding new staff, utilizing new technology, or changing overall clinic protocol. The entirety of the project is within the scope of the current practice model.</i>

Project Team

Team Lead:	Kelsey Phillips	Project Champion:	Carrie Zupancic
Process Owner:	Lynsey Valdez	Process Manager:	Kelsey Phillips

Stakeholders			
Stakeholder	Title	Department	Organization
Todd Phillips	Owner	Management	Paper Cranes Healthcare
Vince Lanza	Owner	Management	Paper Cranes Healthcare

Project Team Members	
Name	Team Role
Alyssa Tafoya	Front Desk
Stephanie Garza	Nurse Practitioner
Carrie Zupancic	Office Manager/Referral Lead

Signatures

Process Owner	<i>Lynsey Valdez</i>
Project Champion	<i>Carrie Zupancic</i>
Team Leader	<i>Kelsey Phillips</i>