# Six Building Blocks Design & Implement Activities Checklist

Below is a list of activities for the second stage of implementing the Six Building Blocks, *Design & Implement*. Consider this list a starting place of activities, which you can adjust depending on your current status and priorities.

#### Leadership & consensus

[ ]  Protect time for improvement team to meet

[ ]  Emphasize project importance with updates at weekly & monthly staff meetings

[ ]  Provide resources needed to support tracking and monitoring of COT patients and measures of success

[ ]  Identify specific patients with early successes and share stories with clinicians and teams

[ ]  Transparently share measures of success with clinicians and staff

[ ]  Obtain feedback from staff and clinicians and respond

#### Policies, patient agreements, & workflows

[ ]  Revise policies to align with evidence-based guidelines (e.g., CDC, AMDG)

[ ]  Revise patient agreement to support revised policy and educate patients about risks

[ ]  Discuss, obtain formal approval for, & distribute new policies

[ ]  Create and implement a workflow to get patient agreements signed

[ ]  Develop workflows that support your policies and guide staff

#### Tracking & monitoring patient care

[ ]  Make an MED calculator available on all computers

[ ]  Sign up all clinicians for the prescription monitoring program

[ ]  Produce a report of current patients on chronic opioid therapy

[ ]  Identify data and measures needed for pre-visit planning and monitoring success

[ ]  Plan and test approaches to tracking & monitoring key data needed for pre-visit planning & monitoring success

[ ]  Implement and iterate best possible tracking & monitoring approaches

#### Planned, patient-centered visits

[ ]  Develop/identify materials and a process to educate patients about chronic pain management and risks of COT

[ ]  Offer training opportunities to staff and providers for empathic communication and patient involvement

[ ]  Use every visit to educate patients about chronic pain management and opioid risks

[ ]  Add an EHR pain visit template covering key elements of the pain visit as outlined in the revised policy

[ ]  Train clinicians and staff to use the pain visit template

[ ]  Implement workflows to identify COT patients, monitor their charts, and prepare for visits

[ ]  Ensure clear referral pathways for non-pharmacologic treatment

#### Caring for complex patients

[ ]  Select tools and how to use them for identifying complex patients, such as and those at high risk (e.g., PTSD)

[ ]  Identify and implement monitoring and support approaches for complex patients

[ ]  Designate ways to identify risk level for pre-visit planning

[ ]  Ensure clear referral pathways for complex patient resources and a system for closing the loop on referrals

[ ]  Implement and iterate workflows to risk-stratify patients

#### Measuring success

[ ]  Create plans to achieve goals

[ ]  Develop consensus on measures of success and define how they will be measured

[ ]  Regularly review measures of success data at the clinician level