



FIRST PERFORMANCE PROGRESS REPORT 2010

<p>1. Recipient Organization (<i>Name and complete address including zip code</i>) Central Iowa Hospital Corporation 1200 Pleasant Street Des Moines, IA 50309</p>	<p>2. Award Identification Number 19-43-B10575</p>
<p>3. Performance Narrative (Q1) <i>Please describe your project activities and progress for the first quarter of your award period. This should include a description of federal expenditures to date, key milestones, the primary activities needed to accomplish those milestones, significant project accomplishments, and any delays or challenges. Please use the milestone categories provided in your baseline report (e.g., equipment purchases, outreach activities, training programs) to help structure your answer. (500 words or less)</i></p> <p>The key milestone for the Rural Iowa Telehealth Initiative during the first quarter was receiving, reviewing and accepting our grant agreement. In addition, significant time was spent by the project manager in becoming familiar with the provisions of the award, including the applicable cost principles, administrative and audit requirements, and undertaking the tasks associated with reporting on the award, such as registering with FederalReporting.com, the initial enrollment stages for ASAP, and obtaining access to the Post Award Management (PAM) system.</p> <p>An Initial activity at the sub recipient hospitals was primarily the initiation of planning the steps that need to be completed before we can start purchasing the video conferencing equipment included in the grant. This planning also included providing an overview of the grant project with key administrative staff and beginning the initial outreach to hospital department directors, medical staff, Board of Trustees, and other constituent groups that will be touched by the grant.</p> <p>Another key activity was the identification of staff that will play a vital role in the installation and implementation of the telemedicine equipment. Job descriptions for the information technology personnel and the outreach coordinator position were developed in preparation for hiring.</p> <p>A planning meeting was held within the first month of receiving the award and the agenda included an overview of the grant compliance requirements, a review of the budget, and reporting requirements and timelines as well as a question/answer period with our project officer. A process for tracking staff time on the project was developed and put into use.</p> <p>Since the grant was awarded to us in mid-September, retroactive to 9-1-10, and we only had a few weeks remaining in the quarter prior to reporting, there have been no federal expenditures to date, nor any outreach activities or training programs.</p> <p>The challenges we've experienced thus far include the identification of resources/personnel and the infrastructure to administer the grant, and the becoming aware of the compliance requirements associated with the grant, including the possible need for competitive procurement process for our video conferencing vendor.</p>	
<p>4. Performance Projections (Q2) <i>Please describe your anticipated project activities and progress for the next quarter. This should include a description of federal expenditures, key milestones, the primary activities needed to accomplish those milestones, significant project accomplishments, and any potential delays or challenges you foresee. Please use the milestone categories provided in your baseline report (e.g., equipment purchases, outreach activities, training programs) to help structure your answer. (500 words or less)</i></p> <p>Prior to the end of 2010, or the first full quarter of having our grant, we plan to begin using the video conferencing technology to hold project partner meetings. This will be accomplished with equipment that will be loaned to each of the sub recipients by one of our partners, Clarke County Hospital, who is already underway with their use of telemedicine. We will identify implementation teams in each community, an activity that will also include interviewing and hiring staff for the outreach coordinator positions and IT staff, thus accomplishing one of the goals of our grant to stimulate the economy. Hiring may be a challenge since we are looking for unique skill sets for the coordinator position, including a clinical background as well as IT and education experience.</p> <p>Due to their experience with telemedicine, Clarke County Hospital will have an equipment demonstration on November 11 so the other facilities can begin to plan their equipment purchases. We expect to coordinate planning and implementation of the integrated infrastructure at all necessary sites and to purchase and install the base infrastructure. In addition, sub recipients plan to purchase their nurse call system, room TVs, and several room units so that they can begin testing how the equipment will work with the physicians and nursing staff.</p> <p>We will begin to hold outreach meetings with all local community project entities, including hospital staff, public health, physicians, K-12 schools, higher education, communities and emergency responders. These meetings with all end point community users will allow for discussion regarding implementation timing, their needs and expectations for the use of broadband technology.</p> <p>On the administrative side, the project manager will continue to become familiar with the reporting requirements and work with the sub recipients to finalize the baseline report by the end of December. We will also expect to have the competitive vendor selection process resolved and be able to purchase equipment.</p>	

5. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purposes set forth in the award documents.

5a. Typed or Printed Name and Title of Authorized Certifying Official Tracy Warner, Director, Rural Health Resources	5c. Telephone (<i>area code, number and extension</i>) 515/263-2487 5d. Email Address warnertd@ihs.org
5b. Signature of Authorized Certifying Official 	5e. Date Report Submitted (<i>Month, Day, Year</i>) 10/28/2010

According to the Paperwork Reduction Act, as amended, no person is required to respond to, nor shall any person be subject to penalty for failure to comply with, a collection of information subject to the requirements of the PRA, unless that collection of information displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 1 hour and 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Anthony G. Wilhelm, Director, Broadband Technology Opportunities Program, Office of Telecommunications and Information Applications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 4887, Washington, D.C. 20230.