Welcome Packet

DDAP Independent Peer Review 2024-2025

Thank you for your participation in the 2024-2025 Independent Peer Review (IPR)! The Pennsylvania Department of Drug and Alcohol Programs (DDAP) has partnered with Penn State Harrisburg's Douglas W. Pollock Center for Addition Outreach and Research and Institute of State and Regional Affairs to conduct a federally mandated peer review project that will help improve the delivery of substance use disorder (SUD) services and systems across the Commonwealth of Pennsylvania. **Please note that this is not a licensing or monitoring activity, and the results will have no bearing on your licensure.** Thank you so much for your willingness to help us with this important project!

Project Overview

The goal of the peer interview is to assess and identify strengths and best practices, improvement areas, appropriate training, and technical assistance necessary for improving substance use disorder treatment services throughout Pennsylvania. This year's peer review is focused on ASAM level 2.5/partial hospitalization services.

Peer reviewers will assist in reviewing the quality of services provided, appropriateness of services received based on an individual's needs and requests, and indications of treatment outcomes by conducting a chart review and interview with a peer from another program.

All IPR participants will have the opportunity to share their program's successes, consider challenges faced, and reflect on meaningful opportunities for program growth. Honesty and openness to sharing are the keys to success within the peer review process!

Data collection will be completed by subject experts (that's you!), with the Penn State Harrisburg team serving as the point of contact for training and support.

After reviewing all data submitted by peer reviewers, site contacts, and program staff, the Penn State Harrisburg team will submit a final report to DDAP that summarizes key findings by mid-2025.

Key Activities of the Independent Peer Review project:

- **Chart Review (Peer Reviewers)**

- **Peer Interview (Peer Reviewers)**

- Staff Survey (Site Contact)

- Site Contact Survey (Site Contact)

Important dates to remember:

- Attend and complete a training session in **December 2024**. Live training sessions will be held on December 4, 9, and 18.

- Attend a facility coordination meeting with colleagues from your program, your peer program, and a member from both the Penn State Harrisburg and DDAP teams in **January 2025.**

- Select and prepare the 3 charts for your peer review partner to review **by February 7, 2025**.

- Coordinate a time for each peer to visit their partner's facility and conduct the chart review and peer interview **between February and March 2025,** with the interview and chart reviews completed no later than **March 31, 2025.**

- Submit all materials (including notes from the chart review and peer interview and your training log) to the Penn State Harrisburg team by **April 11, 2025**

Project Support: PeerReview@psu.edu

Peer Review Website: https://csrpsu.link/PeerReview

Independent Peer Review Task Checklist

☐ Attend and complete IPR training session (December 2024)

☐ Attend facility kick-off meeting (January 2025)

☐ Select charts for review (mid-January-February 7, 2025)

☐ Complete chart review (February 7-March 31, 2025)

☐ Complete peer interview (February 7-March 31, 2025)

☐ Return all notes and materials to Penn State Harrisburg team (April 11, 2025)