

## CON Task Force Final Report – Layout

### A. Background

#### I. Acknowledgements

- a. Thank Task Force and List Members
- b. Thank OHCA and DSS

#### II. Table of contents

#### III. Executive Summary

#### IV. About the Task Force

- a. Why & How it was formed
- b. Explanation of Charge
- c. Statement regarding frequency of meetings of method of developing recommendations
  - i. Monthly meetings (reference web site with link)
  - ii. Performed a comprehensive review of the state's CON process and programs, including analysis of the scope, existing authority and structure of the current CON agencies having oversight to determine if any changes should be made to improve efficiency, effectiveness, and alignment with state and federal health care reforms. Discuss how this was accomplished through surveys, discussion, speakers, lit reviews, and examination of other states.

#### V. History of CON Nationally and in Connecticut

- a. Pull from docs already created on this subject (can include data tables in text boxes, and play with formatting to highlight key info)

#### VI. Other Health Care System Reform Efforts Underway in CT

- a. Briefly discuss Health Care Cabinet, SIM and APCD and how Task Force coordinated with these efforts to ensure continuity, cohesion and a maximum utilization of resources.

#### VII. Current Goals, Purpose, Structure and Role of CON In CT

- a. Pull from docs Already created on this
- b. Transitional paragraph to lead into revised purpose and goals and recommendations: Specify identified gaps and and challenges in the state's effort to regulate health care facilities to promote affordability, equitable access, and high quality health care, including the state's ability to maintain fair, open and competitive health care market conditions. Sample Final Sentence of this section: *The following recommendations provide a framework within which the state of Connecticut can improve the existing CON programs and address identified gaps and challenges in the state's regulation of health care services, actions and facilities to promote affordability, equitable access, and high quality services within a competitive health care market.*

### B. Recommendations

**VIII. Revised Purpose and Goal of CON**

- a. Statement and infographic

**IX. Recommendations**

- a. Intro paragraph setting up what the recommendation seek to accomplish and how the recs are categorized
- b. Services and activities subject to CON
- c. Guidelines and Principles
- d. Decision-making authority (the 4 components of decision-making authority and subsequent recs for each)
- e. Quality Assurance and Evaluation
- f. CON application process
- g. Remaining Gaps and Challenges
- h. Summary of recs (or a table something that outlines recs quickly without too much detail and action that needs to be taken such as legislative or regulatory revisions and responsible party)

**C. Call to Action**

**X. Conclusion**

- a. Extremely brief summation and call to action (limit to one paragraph)

**D. Appendix**

**XI. Appendices**

- a. Appendix A - Executive Orders 51 and 51A
- b. Appendix B – Task Force Membership List
- c. Appendix C – Task Force Meeting Schedule and work plan
- d. Appendix D – Current CON Legislation
- e. Appendix E – Copy of Surveys
- f. Appendix F - List of Sources Used in Work
  - i. OHCA CON Application Guide
  - ii. OHCA CON Toolkit
  - iii. OHCA 2014 Independent Assessment
  - iv. List of research articles
  - v. Presenter PowerPoints
  - vi. Web sites (?)
- g. Appendix G – Revised CON Purpose & Goals Infographic
- h. Appendix – Public Comment