

## November 2007

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### NIATx Feature: Change Teams

A Change Team is a small group of employees appointed by the CEO to identify business process barriers and determine and implement rapid-cycle changes designed to improve the process. The role of the Change Team in an addiction treatment agency is to coordinate and initiate improvement efforts to their organization's access and retention systems.

Strategically, the Executive Sponsor/Chief Executive Officer (CEO) should take responsibility for selecting the initial Change Team. When appointing the Change Team, the Executive Sponsor has two primary responsibilities: 1) to strategically select process improvement projects and 2) to strategically assign people to these projects, including the Change Leader. This process of selecting a Change Team focuses on three of the five key success factors for organizational change: selecting important problems, involving customers (in this case, employees), and appointing a Change Leader.

For more information on Change Teams click [How to Establish Change Teams?](#)

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### Current Events

#### Data Collection

Data needs to be entered as discussed in the training starting for outpatient/intensive outpatients from October 1st and forward (for those that made 1st contact and/or assessment) but not for those already in treatment on October 1, 2007. It is preferred to keep the data update weekly. At minimum all data needs to be updated by the end of each month.

Each provider must obtain a user name and password to log in. Arlenia Elmore-Jegglic at 503-945-9710 can be contacted to obtain a username and password if you have not done so already.

The site link to login is: <http://apps.dhs.state.or.us/>

- Move down to the bottom of the page. You will see in the left list of links a link titled "NIATx Tracking System". Click on that link to access the login page.
- Enter your username/password.

For further technical assistance in submitting data, navigating the site, addressing issues or concerns, please contact Mary Anne Bryan at [bryanm@ohsu.edu](mailto:bryanm@ohsu.edu) or at 503-378-6001.

[dagan.a.wright@state.or.us](mailto:dagan.a.wright@state.or.us)

#### Newsletters

Watch for your monthly newsletters featuring NIATx provider accomplishments and project updates. There will be a lot of information in these upcoming newsletters so please share them with your team and keep your contact information up-to-date.

## Upcoming Events

### Randomization

We will notify you in mid-January about your study arm assignment and the combination of services that you will receive from NIATx as part of this study. Please keep in mind that each study arm includes a different combination of services.

### Staff Surveys

In January we will distribute staff surveys to your organization with instructions. Please have ten members of your team complete the survey (either online or on paper) by February 1, 2008. If you have fewer than ten total staff members have all staff members in your organization complete the survey. It takes roughly ten minutes to complete the survey. Once all surveys are collected a payment of \$400 will be sent to your agency.

### Informational Sessions

Informational Session conference calls will be held late January and early February. One will focus on conducting a walk-through and the second will focus on the NIATx 200 Website and the Change Project Form. The specific dates and times will be announced next month. We strongly encourage all providers to join these sessions. These calls have important information aimed at helping you with your project.

### Learning Sessions

The first Learning Session in Oregon will be Tuesday, March 4, 2008 in the greater Portland area. Please keep in mind that your organization has a fifty percent chance of being assigned to a study arm that includes Learning Sessions; please reserve this date on your calendar. We'll let you know in January whether your organization is included in a study arm that includes Learning Sessions.

This first Learning Session will provide fundamental information about using process improvement strategies in your organization. We encourage each organization to bring 2-4 team members.

### Interest Circle Calls

The dates and times for Interest Circle Calls are yet to be determined. The first NIATx 200 call will also provide fundamental information about using process improvement strategies in your organization.

If your organization is assigned to a study arm that includes Interest Circle Calls, please plan to have your Change Team participate.

## Updates

### Contact Updates

Please send e-mail to [info@niatx200.net](mailto:info@niatx200.net) to notify the NIATx 200 team about any staff changes (Executive Sponsor, Change Leader, etc.). This will ensure that your agency receives information in a timely manner.