

**Behavioral Health Collaborative Implementation  
Project Accountability  
Roles and Responsibilities**

<b>Project Role</b>	<b>Responsibilities</b>
Project Sponsor / Leadership Team	<ul style="list-style-type: none"> <li>● Provide oversight and direction</li> <li>● Make key decisions</li> </ul>
Project Director	<ul style="list-style-type: none"> <li>● Provide oversight and direction</li> <li>● Make key decisions</li> <li>● Elevate decisions when needed</li> </ul>
Project Lead	<ul style="list-style-type: none"> <li>● Provide oversight and direction</li> <li>● Elevate decisions when needed</li> <li>● Remove barriers to successful completion of the project</li> </ul>
Project Manager	<ul style="list-style-type: none"> <li>● Manage all BHC Project Plans and Implementation Plans</li> <li>● Provide project direction and assignments</li> <li>● Facilitate BHC Core Team Meetings</li> <li>● Track strategies, processes, tasks, and project deliverables</li> <li>● Manage Action Items, Risk and Decision Logs</li> <li>● Status Report for Project Plans and Implementation Plans               <ul style="list-style-type: none"> <li>○ Work with communications consultant to plan and implement internal and external communication</li> </ul> </li> </ul>
OHPB Liaison	<ul style="list-style-type: none"> <li>● Attend meetings as needed</li> <li>● Ensure appropriate connection to OHPB by providing OHPB with updates</li> <li>● Provide guidance to relevant OHA staff related to the alignment of BHC work with OHPB priorities</li> </ul>
Steering Committee	<ul style="list-style-type: none"> <li>● Participate in all aspects of the project to create consistency in moving project forward and ensuring deliverables</li> <li>● Provide guidance to Core Team and Workgroups on Implementation Plan</li> <li>● Provide feedback to Core Team and Workgroups on Implementation Plan</li> </ul>
Core Team	<ul style="list-style-type: none"> <li>● Participate in all aspects of the project to create consistency in moving project forward and ensuring deliverables               <ul style="list-style-type: none"> <li>○ Ensure Operations</li> </ul> </li> </ul>

<b>Project Role</b>	<b>Responsibilities</b>
	<ul style="list-style-type: none"> <li>▪ OAR Revisions</li> <li>▪ Contract Revisions</li> <li>▪ Medicaid/MMIS Data</li> <li>▪ MOTS Data</li> <li>▪ Program Areas</li> <li>• Ensure Implementation Plan Workgroups are resourced</li> <li>• Ensure Implementation Plan operational work is progressing</li> <li>• Address Implementation Plan barriers by identifying and mitigating risks</li> <li>• Provide updates related to progress, risks and barriers</li> <li>• Elevate risks and barriers to Steering Committee</li> </ul>
BHC Implementation workgroups	<ul style="list-style-type: none"> <li>• Develop strategies and corresponding activities to meet deliverables identified in the Implementation Plan</li> <li>• Provide progress updates toward completion of Implementation Plan strategies/processes and activities</li> <li>• Communicate barriers/risks for discussion and resolution.</li> </ul>