

Use these instructions as a guide to complete the PIP Intervention Worksheet. Each section provides detailed information in orange font for the documentation requirements.

An intervention worksheet must be completed to the point of the intervention progression for each intervention listed in the Barrier/Intervention Table in Step 8 of the PIP Submission Form.

Intervention Summary	
Intervention Description	Describe the intervention that will be tested. The intervention should be documented in the Step 8, Barriers and Interventions Table in the PIP Submission Form.
What barrier(s) was addressed?	Enter the corresponding barrier(s) that were documented in the Step 8 Barriers and Interventions Table in the PIP Submission Form.
Is the intervention a standard operating practice?	<input type="checkbox"/> Yes: In the space below, describe the changes that will be made to the standard operating practice. <input type="checkbox"/> No
	Explanation of changes made to the standard operating practice.
	If the intervention is an existing standard operating procedure/practice, the MCO must document the changes or revisions it made to develop the intervention that is being tested.
Describe how the intervention was culturally and linguistically appropriate, if applicable.	If the intervention is member-focused, describe how the intervention is culturally and linguistically appropriate.
Intervention Progression	Has intervention testing started?
	<input type="checkbox"/> Yes: Complete Intervention Testing Data table below. If the intervention testing has started, check “Yes” and move to completing the Intervention Testing Data table below. <input type="checkbox"/> No: Explain why testing has not started in the box below. If intervention testing has not started, check “No” and document the reason(s) why in the space below.
	Explanation of why testing has not started.
	Enter explanation here.

Intervention Testing Data	
Data Used (select all that apply)	<input type="checkbox"/> Quantitative: Complete the table below. If the intervention evaluation methodology includes an effectiveness measure(s), and data will be collected, check the box, and move to completing the applicable intervention measure effectiveness data table below. <input type="checkbox"/> Qualitative: Complete the qualitative section below. If the intervention is collecting qualitative information only and does not include an effectiveness measure(s) or raw data, move to completing the Qualitative Data Summary below.
If no quantitative data provided, include rationale.	
If the MCO does not have quantitative data to report for the intervention effectiveness measure(s), document the reason(s) why in this space.	
Quantitative Data	
Intervention Effectiveness Measure(s)	
<i>Note, for each intervention effectiveness measure follow the directions below. If there are more than three intervention effectiveness measure, MCOs should copy the table below for each additional measure.</i>	
Numerator Description	Enter the description of the numerator. <i>Example: Total number of caregivers for targeted Combo 10 non-compliant members 15-30 months of age who were successfully contacted telephonically and educated on the importance of completing the Combo 10 vaccine series during the testing period.</i>
Denominator Description	Enter the description of the denominator. <i>Example: Total number of caregivers for targeted Combo 10 non-compliant members 15-30 months of age during the testing period.</i>

Intervention Testing Data			
Intervention Testing Start and End Dates (MM/DD/YYYY–MM/DD/YYYY)	Numerator	Denominator	Percentage
<ul style="list-style-type: none"> • Add more rows, if needed. • Ensure data are reported accurately. • If there is only one intervention effectiveness measure, leave additional tables blank. 			
Quantitative Data Summary	Document a summary of the intervention testing data represented in the table(s) above and the impact of the intervention.		
Qualitative Data			
Intervention Testing Start and End Dates (MM/DD/YYYY–MM/DD/YYYY)	Qualitative Data Summary		
Add more rows, if needed.	Describe the qualitative intervention, how information was collected, and include a summary of the testing results and impact of the intervention.		

Intervention Testing Summary

What lessons did the MCO learn from the intervention development, testing, and/or evaluation results?

Describe the lessons learned and knowledge gained from developing/testing/evaluating the intervention.

What challenges were encountered?

Describe any challenges or barriers that occurred while developing or testing the intervention. If none, enter “N/A”.

How were the challenges resolved?

Describe the actions taken to overcome or address the challenge(s) and/or barrier(s) encountered. If none, enter “N/A”.

What successes were demonstrated through the intervention testing?

Describe any successes that occurred while testing the intervention. If none, enter “N/A”.

Intervention Status	
Select One Intervention Status	<p> <input type="checkbox"/> Adopt <input type="checkbox"/> Adapt <input type="checkbox"/> Abandon <input type="checkbox"/> Continue Evaluating </p> <p>Based on testing results, the MCO will select one of the status options:</p> <ul style="list-style-type: none"> • Adopt (make the intervention a standard operating practice, no further testing needed). • Adapt (revise some aspect of the intervention and test again). • Abandon (intervention unsuccessful, unsustainable; no further testing will be done). • Continue evaluating (intervention will continue as-is with no modifications. Additional data or information needed to make determination of intervention status).
Rationale for Intervention Status Selected	
In this space, document the rationale for the intervention status selected above.	