**APPENDIX D: SCOPE OF WORK FORM**

**Description of Services, Scope of Work and Deliverables**

\*Provide a brief summary of the project or its intent here. This section should be written in complete sentences.

**Scope of Work**

**Goal 1:** Increase enrollments into gambling treatment services by 10% from the previous fiscal year.[[1]](#footnote-1)

| **Objective** | **Activities** | **Due Date** | **Documentation Needed** |
| --- | --- | --- | --- |
| 1. Enroll XX individuals with gambling disorder into treatment  2. Enroll XX concerned others of gambling disordered individuals | 1.  2. | 6/30/20  6/30/20 | 1. Encounter data reports  2. Encounter data reports |

**Goal 2:** Provide recovery support services to XX individuals discharged from gambling treatment

| **Objective** | **Activities** | **Due Date** | **Documentation Needed** |
| --- | --- | --- | --- |
| 1. Provide aftercare encounter billing for XX individuals | 1. | 6/30/20 | 1. Encounter data reports |

**Goal 3:** Meet all the Performance Standards as described in the DHHS Problem Gambling Services Strategic Plan (p.33)

| **Objective** | **Activities** | **Due Date** | **Documentation Needed** |
| --- | --- | --- | --- |
| 1. Meet 100% of the performance standards described in the Strategic Plan | 1. Establish and implement continuous quality assurance practices to meet DHHS gambling treatment grantee performance standards.  2. Prepare and participate in DHHS Program Reviews and implement resulting corrective actions to address findings | 6/30/20  6/30/20 | 1. UNLV Gambling Treatment Provider Performance Report  2. DHHS Gambling Treatment Program Review Findings Report |

1. To better standardize enrollment goals across all problem gambling treatment grantees, the Department will determine grantee treatment enrollment goals by dividing grant award amounts by the average system-wide cost per client during SFY18 ($1,313 for outpatient and $2,537 for residential treatment clients). Additionally, family members or concerned others of problem gamblers are expected to make up at least 10% of the total enrollments for outpatient gambling treatment providers. [↑](#footnote-ref-1)