**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 treatment2. Enroll XX concerned others of gambling disordered individuals | 1.2.  | 6/30/206/30/20 | 1. Encounter data reports2. 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 | 6/30/206/30/20 | 1. UNLV Gambling Treatment Provider Performance Report2. 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)