**Phase 1: Launch the Journey**

**1.1 Team Description**

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| --- | --- |
| Team name |  |

* Complete this worksheet to ensure that a multidisciplinary team leads this project at your organization.
* Not all team members need to be involved in every project activity, but there should be dedicated project resources for the project to succeed.
* Some of the role descriptions may be represented by the same individual at an organization.

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| **Role name & description** | **Team member name, name and email** | **Project time commitment** (% FTE/month) |
| **Executive sponsor** – provides strategic alignment to organization’s goals; ensures accountability; able to resource project |  |  |
| **Project lead** – manages project day-to-day; ensures milestones are on track |  |  |
| **Clinical leader** – understands clinical implications of project; able to implement changes required |  |  |
| **Behavioral health specialist** – understands behavioral health workflows and processes |  |  |
| **Care manager** – coordinates clinical treatment; works closely with patients |  |  |
| **Technical expert (health IT)** – has knowledge of current technical systems and ability to make changes |  |  |
| **Quality/performance measurement** **lead** – leads quality improvement processes; has knowledge of organizational performance; able to access patient feedback data |  |  |