**Policy Action Plan for Improving Access to Critical Medications**

As you move through the toolkit, use this template to take note of policy options that may be helpful in your jurisdiction. These policy options identified in the toolkit may be related to developing guidance around existing policies, capturing ideas for potential policy change, or other strategies. As you work through Table 1, capture a range of considerations related to each policy option:

* **Considerations** for developing or implementing the policy option. This may include the cost to implement, impact on overall issue, public acceptance, political feasibility, jurisdictional context, anticipated challenges, or partners in the space.
* **Action items** are the immediate next step. This may or may not result directly in the planning or implementation of the policy option identified; however, action items should consist of immediate next steps that increase momentum towards the identified option. It may be helpful to keep in mind the [SMARTIE](https://www.oregon.gov/oha/HPA/dsi-tc/Documents/SMARTIE-goals-handout.pdf) framework, which recommends that developed goals be specific, measurable, action-oriented, relevant, time-bound, inclusive, and equitable.
* **Prioritization,** whichconsiders the **effort** and **impact** of an action, to ensure that this option is worthwhile in a world with limited resources. By understanding effort and impact, you can group policy options into the following categories (also illustrated in Image 1):
	+ **Quick win** (high impact, low effort) initiatives represent policy changes, preventive measures, and other actions that quickly and/or greatly improve medication access with a relatively small resource investment. These options should be **prioritized and done first.**
	+ **Strategic Win** (high impact, high effort) refers to a larger-scale initiative that requires substantial resources, but is critical for long-term management and prevention of drug shortages. These options should be carefully **considered** before starting.
	+ **Nice to Have** (low impact, low effort): Pursue less urgent initiatives as resources become available. These efforts have a smaller effort contribution, but have a proportional impact, and should be **considered** as time allows.
	+ **Deprioritize** (low impact, high effort) initiatives where the impact does not justify the significant effort required. These are not an effective use of resources and **should be deprioritized.**

**Image 1: Prioritization Matrix**

**Impact**

|  |  |
| --- | --- |
| High impactLow effort**Quick win**  | High impactHigh effort**Strategic win** |
| Low impact Low effort**Nice to have** | Low impact High effort**Deprioritize** |



**Effort**

**Table 1: Policy Action Planning Template**

| **Policy Option** | **Considerations** | **Priority Level** | **Action Items** |
| --- | --- | --- | --- |
| ***Example:*** Explore leveraging the drug assistance program model for other disease areas. | ***Example:***Requires time and effort to build relationships with pharmacy partners.Need to develop SOPs and contracts to implement. | ***Example:***Strategic win – consider.  | ***Example:***Schedule an internal call to understand potential contract options and processes. |
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