

## **Cooperative Agreement to Support State Assessment Initiatives**

### **Florida Department of Health (DOH)**

#### **4. Project Narrative**

##### **Current Budget Period Progress (Fiscal Year 2008-2009)**

###### **A. Project Status**

The Florida COMPASS (Comprehensive Assessment, Strategic Success) assessment initiative has made advances towards reaching its vision of “communities achieving health and quality of life by mobilizing partnerships and taking strategic action.” As noted in the detailed 2008-2009 work plan that follows, action on objectives towards accomplishing the four goals are underway. Work on several objectives has not yet started but is on target for timely completion.

###### **B. Major Findings**

Community health assessment and health improvement planning practice in Florida's county health departments (CHDs) is moving towards institutionalization and for some CHDs has progressed beyond assessment and planning into the action and implementation phase. Results from the sixth administration of the COMPASS annual survey of Florida's 67 CHDs show that 81% (52 of 64) have engaged in community health assessment and health improvement planning activities within the past three years. The reduction in this percentage (96% in 2007) may be attributed to the increase in the percentage of CHDs actively engaged in the action or implementation cycle (55% in 2008, 43% in 2007) and those in an inter-assessment period. Of the CHDs with complete strategic plans (55/64; 86%), all 55 report assuring alignment of at least one community-identified health priority issue with their agency-specific priorities. Evidence of establishing infrastructure in the CHDs can be seen in the number of agencies that report allocating budget for assessment (31%), designating staff for assessment work (67% in 2008, up from 36% in 2007), and creating full-time equivalent (FTE) positions for such work (58% in 2008, up from 33% in 2007; in 2008 FTEs ranged from 6 to .25).

Changes in CHD self-rated capacities have begun to reflect the movement from assessment to action and reported benefits are beginning to accrue. Areas of high capacity include engaging community partners, accessing and interpreting community

health data. More moderate capacities are reported in work related to sustainability; these include sustaining partnerships, sustaining the assessment/health improvement planning process, implementing a health improvement plan and sustaining the implemented strategies. Lowest capacity is reported in using GIS mapping technology for assessment and health improvement planning and writing a community health improvement plan. Benefits attained through participation in community health assessment and health improvement planning are numerous. The majority of CHDs (78%) report that community partnerships have been strengthened. Fifty-six percent (56%) have seen evidence of community ownership of health issues and 42% have addressed and resolved at least one specific strategic issue or goal. More than one-third (36%) report having improved at least one targeted health indicator, 23% have been successful in creating policy to address a community health issue, and 45% have seen an increase in grant funding within the public health system for community-identified health priorities. From their participation in community health assessment and health improvement planning, 33% of CHDs report as a benefit an improved perception of government and 64% report an increased understanding of public health by the community. Writing and implementing a community health improvement plan continue to present barriers; only 36% of CHDs have attempted to produce such a plan.

The COMPASS initiative provides training, technical assistance and resources for local practice. Florida's tools for practice are based on the National Association of County and City Health Officials' (NACCHO) community-based strategic health planning model, Mobilizing for Action through Planning and Partnerships (MAPP). As the national, collective wisdom and experience grows with use of MAPP, so does Florida's practice. To better understand the continuing training and technical assistance needs of local public health practitioners, the COMPASS initiative includes workforce assessment as part of its annual survey. Training needs and interests have changed, in accordance with the progression by many CHDs from the organizational and assessment phases into the planning and implementation stages. At the same time because of the evolving nature of community partnerships and participatory health planning, there is a continuing call for training and assistance with the basic elements of MAPP-based

practice. To meet these diverse needs in an effective and efficient manner, several resources have been developed including web-accessible, self-paced learning tools, resources manuals and practice examples. The next step in this progression is the continued development of interactive, online training modules for both MAPP-based practice and use of the Community Health Assessment Resource Tool Set (CHARTS) web-based data query system for accessing and interpreting community health data. Four CHARTs modules and eight Florida MAPP modules are currently accessible online. A plan to systematically update and enhance the Florida MAPP modules is being implemented. This work will continue through this fiscal year and is proceeding on schedule.

A regional approach to providing technical assistance and training has been implemented. Eight regional meetings have been scheduled and are underway. The most frequently requested technical assistance topic, building and sustaining community partnership, is the focus of this series. Members of the COMPASS technical advisory group served as planners and will participate as presenters/facilitators in their regions. The regional approach has afforded the opportunity to actively engage community partners in technical assistance and training. At this time, about 170 participants have registered for the meetings. At the conclusion of the series, a web conference will be held summarizing the “best of” practices and information.

During this half of the year, Florida’s COMPASS initiative has had several notable accomplishments and benchmarks. Recognized as leaders in community health assessment and health improvement planning, COMPASS initiative staff have presented to national audiences at the Association of State and Territorial Health Officials (ASTHO) – NACCHO 2008 Joint Conference (September 2008), the 136<sup>th</sup> Annual Meeting of the American Public Health Association (October 2008), Annual National Behavioral Risk Factor Surveillance System Conference (March 2009), and Southeast Evaluation Association Annual Conference (February 2009). Through a partnership with Florida DOH’s Rural Health Network, \$25K was made available to five rural counties for assessment work (Bradford, Hardee, Glades, Jefferson). Over the

past four years 21 of Florida 33 counties have received funding through this partnership to identify local needs and priorities and develop strategies to address community priorities. In recognition and support of their exemplary work using a MAPP-based community health improvement planning approach, six counties (Union/Bradford, Seminole, Miami-Dade, Palm Beach, St. Johns and Bay) were identified and received customized technical assistance from NACCHO staff to apply for the Robert Wood Johnson Foundation grant opportunity, "Public Health Practice: Evaluating the Impact of Quality Improvement. The COMPASS Initiative staff are active participants in the evolving the national voluntary public health accreditation movement, contributing input to the development of the accreditation process and standards. Since the core function of assessment is set to become a cornerstone of the accreditation standards and measures, information emerging from this developing process has become a feature of the quarterly communication tools (i.e., *Compass Points* electronic newsletter and meet-me calls). New or updated community health status profile reports and other documents were produced by three counties and more than 20 CHDs currently have community health assessment and planning-related features on their websites.

### **C. Barriers Encountered**

Since mid-2007 State of Florida government agencies have been operating under legislature-mandated budget restrictions. To comply, the Florida DOH has instituted limitations on travel, hosting and attendance at conferences, and purchases. To overcome the impact of travel restrictions, the COMPASS initiative has increased technical assistance conducted by conference call and training conducted via web conferencing. The COMPASS annual statewide meeting has been replaced by regional events and web conferences. Satellite broadcasts will be produced in the summer 2009 to further increase the reach of community health assessment and health improvement planning practice.

**D. Unmet Goal** - There are no unmet goals at this time; work on several objectives has not yet commenced but remains on target for timely completion.

### **Work plan for FY 2008-2009**

The updated work plan follows with details on the status and activities for each of the four goals and their related objectives.

**Florida Department of Health (DOH) – Assessment Initiative  
Work Plan – FY 2008-2009 (Year Two)**

<p><b>Goal 1:</b> Provide access to tools and resources for comprehensive, systematic community health assessment and health improvement planning practice using theory-based framework guided by Mobilizing for Action through Planning and Partnerships</p>	<p><b>Evaluation Measure(s):</b></p> <ol style="list-style-type: none"> <li><b>Outcome measure:</b> MAPP action cycle process materials developed and available on COMPASS website</li> <li><b>Outcome measure:</b> Three new online training modules will be accessible through the COMPASS website (for a total of six)</li> <li><b>Outcome measure:</b> Documentation of use of state and county-level (2007) BRFSS data for community health assessment</li> </ol>	<p><b>Status this reporting period:</b></p> <ol style="list-style-type: none"> <li><b>Ongoing and on target</b> - materials being compiled, not yet posted on website</li> <li><b>Ongoing</b> – content developed, conversion to online format in progress</li> <li><b>Ongoing</b> – continued documentation and participation in dissemination and technical assistance</li> </ol>	
<p><b>Objectives:</b></p>	<p><b>Activities:</b></p>	<p><b>Time Frame</b></p>	<p><b>Status:</b></p>
<p><b>Outcome Objective 1.1</b> By August 30, 2009 a compendium of action cycle process resources and guidance will be available on the COMPASS website</p> <p><b>Outcome measure:</b> Print resources for MAPP action cycle on COMPASS website</p>	<ol style="list-style-type: none"> <li>Research literature, publications of public health organizations, and academic institutions for practices and tools related to the action cycle (implementation cycle)</li> <li>Review existing materials</li> <li>Design and develop materials, resources</li> <li>Make materials web-accessible and promote use</li> </ol>	<p>Sept-Dec.</p> <p>Sept. - Dec</p> <p>Jan. – April</p> <p>May and ongoing</p>	<ol style="list-style-type: none"> <li><b>Met</b></li> <li><b>Met</b></li> <li><b>Ongoing</b> – soliciting guidance from national public health organizations</li> <li><b>Not yet started</b></li> </ol>
<p><b>Outcome Objective 1.2</b> By August 30, 2009 three new online training modules on topics related to community health assessment, planning and/or MAPP will be released.</p> <p><b>Outcome measure:</b> Three online training modules will be</p>	<ol style="list-style-type: none"> <li>Using results from annual survey, select training module topic areas</li> <li>Conduct instructional design analysis and develop curriculum and training modules using updated MAPP materials</li> <li>Seek continuing education credit for online modules</li> <li>Develop online module, perform formative evaluation on content and function, revise as</li> </ol>	<p>Feb.</p> <p>Feb- Mar</p> <p>April-May</p> <p>Mar – June</p>	<ol style="list-style-type: none"> <li><b>Met</b>; topics identified</li> <li><b>Ongoing</b> – in progress</li> <li><b>Met</b> – due to limitations of the learning management system (LMS), ceu's cannot be awarded</li> <li><b>Ongoing</b> – conversion to online format on target</li> <li><b>Not yet started</b></li> </ol>

accessible through the COMPASS website	needed 5. Launch online modules, market usage 6. Track usage, collect and compile course evaluations	June-Aug Sept and ongoing	6. <b>Not yet started</b>
<p><b>Outcome Objective 1.3</b> By August 30, 2009 county-level BRFSS data will be available on CHARTS (Community Health Assessment Resource Tool Set) public health statistics website along with other enhancements and new data sets</p> <p><b>Outcome measure:</b> Written documentation of examples of use of state and county-level (2007) BRFSS data for community health assessment</p>	<ol style="list-style-type: none"> <li>1. Participate on DOH BRFSS Working Group</li> <li>2. Secure data, formulate reports, post to CHARTS</li> <li>3. Provide technical assistance on accessing and interpreting community health data</li> <li>4. Provide training on CHARTS-related topics (data access, interpretation, application to health assessment, planning)</li> <li>5. Track CHARTS usage, monitor customer feedback, evaluate training</li> <li>6. Solicit input from CHDs on use of BRFSS data</li> <li>7. Convene domain workgroups to evaluate, recommend, implement data sets and reporting design, mechanisms</li> </ol>	<p>Ongoing Ongoing</p> <p>Sept – Aug</p> <p>Quarterly</p> <p>Jan-Mar</p> <p>Ongoing</p>	<ol style="list-style-type: none"> <li>1. <b>Ongoing</b></li> <li>2. <b>Ongoing</b> – data added as appropriate; incorporated into profile reports when relevant</li> <li>3. <b>Ongoing</b> – provided upon request</li> <li>4. <b>Ongoing</b> – provided upon request</li> <li>5. <b>Ongoing</b> – LMS system-generated reports checked monthly</li> <li>6. <b>Ongoing</b> – continuous feedback system open and monitored</li> <li>7. <b>Met and ongoing</b> – domain workgroups convened and in various stages of completing recommendations</li> </ol>

<p><b>Goal 2:</b> Establish comprehensive, systematic community health assessment and health improvement planning processes and public health action partnerships in Florida’s 67 county health departments (CHDs)</p>	<p><b>Evaluation Measure(s):</b></p> <ol style="list-style-type: none"> <li>1. <b>Outcome measure:</b> Status report on assessment/planning practice in Florida</li> <li>2. <b>Outcome measure:</b> Evaluation of usage of evidence-based practice resource warehouse</li> <li>3. <b>Outcome measure:</b> Number of active peer mentor pairs and model practices collected</li> <li>4. <b>Outcome measure:</b> Survey tool for standardized qualitative community health data collection</li> </ol>	<p><b>Status this reporting period:</b></p> <ol style="list-style-type: none"> <li>1. <b>Ongoing and on target</b> – data collected, developing easily updatable format for report</li> <li>2. <b>Ongoing</b> – continuing agency-wide discussions of use of evidence-based practice</li> <li>3. <b>Ongoing</b> – continued collection of model practice examples</li> <li>4. <b>Ongoing and on target</b> – completing second (of three) field tests</li> </ol>	
<b>Objective:</b>	<b>Activities:</b>	<b>Time Frame</b>	<b>Status:</b>

<p><b>Outcome Objective 2.1</b> By June 30, 2009 produce report on assessment/planning practice and capacity status of 67 CHDs</p> <p><b>Outcome measure:</b> Status report on assessment/planning practice in Florida</p>	<ol style="list-style-type: none"> <li>1. Collect and review results of previous six years data on local practice and capacity from annual inventory surveys</li> <li>2. Identify gaps in information, obtain data</li> <li>3. Write status report, include findings in biennial report</li> <li>4. Publish and disseminate, including posting to COMPASS website</li> </ol>	<p>Jan – Mar</p> <p>Mar</p> <p>April-May</p> <p>June-July</p>	<ol style="list-style-type: none"> <li>1. <b>Met</b> - data in place</li> <li>2. <b>Ongoing</b> – analysis in progress</li> <li>3. <b>Ongoing</b> – formatting being determined</li> <li>4. <b>Not yet started</b> – publication upon report completion</li> </ol>
<p><b>Outcome Objective 2.2</b> By August 30, 2009 evaluate use of online, evidence-based practice resource warehouse</p> <p><b>Outcome measure:</b> Evaluation tool and report on usage of evidence-based practice</p>	<ol style="list-style-type: none"> <li>1. Select evaluation methodology</li> <li>2. Develop evaluation tool, data collection process, analysis and reporting mechanisms</li> <li>3. Test, review and revise</li> <li>4. Submit for Advisory Board approval</li> <li>5. Implement tool</li> <li>6. Collect and review data, compile into report</li> </ol>	<p>Oct – Nov</p> <p>Nov. – Feb</p> <p>Mar</p> <p>Mar</p> <p>April</p> <p>June - Aug</p>	<ol style="list-style-type: none"> <li>1. <b>Met</b> – will follow Community Guide recommendations</li> <li>2. <b>Met</b> – will use simple process evaluation methodology and self-report to monitor</li> <li>3. <b>Ongoing</b> – revisions to be made as appropriate</li> <li>4. <b>Met</b> - Technical Advisory Group approved process Jan. 09</li> <li>5. <b>Ongoing</b> implementation</li> <li>6. <b>Not yet started</b></li> </ol>
<p><b>Outcome Objective 2.3</b> Through August 30, 2009 use peer mentor network to promote model practices in community health assessment/planning practice</p> <p><b>Outcome measure:</b> Numbers of active peer mentor pairs and model practices collected</p>	<ol style="list-style-type: none"> <li>1. Recruit, train new peer mentors</li> <li>2. Continue promotion and administration of peer mentoring</li> <li>3. Document and collect model practice examples</li> <li>4. Publish model practices to COMPASS website and in biennial report</li> <li>5. Market, promote use of existing and submission of new practices</li> </ol>	<p>Ongoing</p> <p>Ongoing</p> <p>Quarterly</p> <p>Quarterly</p> <p>Ongoing</p>	<ol style="list-style-type: none"> <li>1. <b>Ongoing</b> – at Jan 09 Advisory Group meeting, peers identified</li> <li>2. <b>Ongoing</b></li> <li>3. <b>Ongoing</b> – model practices published quarterly in Compass Points e-news</li> <li>4. <b>Ongoing</b> – published to website as they come available</li> <li>5. <b>Ongoing</b> – via e-news, quarterly meet-me calls, regional meetings</li> </ol>
<p><b>Outcome Objective 2.4</b> By August 31, 2009 a survey tool will be developed for local use to standardize qualitative community health data collection</p>	<ol style="list-style-type: none"> <li>1. Review literature and other resources for existing surveys</li> <li>2. Confer with and gather input from partners with survey development expertise</li> <li>3. Develop survey questions, instrument and</li> </ol>	<p>Sept- Oct</p> <p>Sept. – Dec.</p> <p>Nov. – April</p>	<ol style="list-style-type: none"> <li>1. <b>Met</b> –</li> <li>2. <b>Met</b> – input from Local Health Planning Councils, CHDs, Epi</li> <li>3. <b>Met</b> – survey questions established, translated into Spanish, web survey developed</li> </ol>

<p><b>Outcome measure:</b> Availability of survey tool</p>	<p>database</p> <ol style="list-style-type: none"> <li>4. Select field test sites and pilot test instrument</li> <li>5. Revise as needed</li> <li>6. Market use of survey tool, provide technical assistance as needed</li> </ol>	<p>Feb – June June-July Aug and ongoing</p>	<ol style="list-style-type: none"> <li>4. <b>Met</b> – 3 field test sites identified</li> <li>5. <b>Ongoing</b> – revisions made as results from field tests become available</li> <li>6. <b>Not yet started</b></li> </ol>
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<p><b>Goal 3:</b> Institutionalize community health assessment and health improvement planning practice in Florida Department of Health and its 67 county health departments</p>	<p><b>Evaluation Measure(s):</b></p> <ol style="list-style-type: none"> <li>1. <b>Outcome measure:</b> Process and tools for tracking economic impacts, return on investment for community health assessment and health improvement planning</li> <li>2. <b>Outcome measure:</b> Written position description statements with competencies for community health assessment and health improvement planning</li> </ol>	<p><b>Status this reporting period:</b></p> <ol style="list-style-type: none"> <li>1. <b>Ongoing</b> – research on public health economics, return on investment methodology begun</li> <li>2. <b>Ongoing</b> – competencies under development</li> </ol>
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<b>Objective:</b>	<b>Activities:</b>	<b>Time Frame</b>	<b>Status:</b>
<p><b>Outcome Objective 3.1</b> By August 30, 2009 develop process and tools to be used for tracking economic impacts and return on investments for local community health assessment and health improvement planning practice</p> <p><b>Outcome measure:</b> Mechanism and tools for tracking economic impacts and return on investment of community-based assessment</p>	<ol style="list-style-type: none"> <li>1. Conduct literature search and internet search for related models and guidance</li> <li>2. Confer with academic partners and others on availability of models and tools</li> <li>3. Select approach to devising process and tools</li> <li>4. Develop tools and process</li> </ol>	<p>Sept – Dec</p> <p>Jan – April</p> <p>May – June</p> <p>July - Aug</p>	<ol style="list-style-type: none"> <li>1. <b>Met with ongoing</b> activities</li> <li>2. <b>Ongoing</b> – discussions with Local Health Planning Council representatives, Area Health Education Center representatives, Technical Advisors</li> <li>3. <b>Not yet started</b></li> <li>4. <b>Not yet started</b></li> </ol>
<p><b>Outcome Objective 3.2</b></p>	<ol style="list-style-type: none"> <li>1. Solicit examples of DOH position</li> </ol>	<p>Oct – Dec</p>	<ol style="list-style-type: none"> <li>1. <b>Met with ongoing</b> activities</li> </ol>

<p>By June 30, 2009 competencies for community health assessment and health improvement planning practice will be established.</p> <p><b>Outcome measure:</b> Written position description statements with competencies will be made available on the COMPASS website</p>	<p>descriptions for staff engaged in assessment and planning work</p> <ol style="list-style-type: none"> <li>2. Using previously identified competencies, construct sample positions descriptions</li> <li>3. Submit for review of advisory board</li> <li>4. Place on COMPASS website</li> <li>5. Promote and market use</li> </ol>	<p>Jan – Mar</p> <p>April</p> <p>May</p> <p>May and ongoing</p>	<p>– information on categories of DOH employees involved collected via annual survey</p> <ol style="list-style-type: none"> <li>2. <b>Not yet started</b></li> <li>3. <b>Not yet started</b></li> <li>4. <b>Not yet started</b></li> <li>5. <b>Not yet started</b></li> </ol>
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<p><b>Goal 4:</b> Sustain community health assessment and health improvement planning practice, supportive systems and resources within Florida’s public health systems</p>	<p><b>Evaluation Measure(s):</b></p> <ol style="list-style-type: none"> <li>1. <b>Outcome measures:</b> Legislative budget request, report of resulting action</li> <li>2. <b>Outcome measure:</b> Documented in-kind contributions</li> <li>3. <b>Outcome measure:</b> Documented number of funding opportunities identified</li> <li>4. <b>Outcome measure:</b> Number of presentations and forums, number of presentations</li> </ol>	<p><b>Status this reporting period:</b></p> <ol style="list-style-type: none"> <li>1. <b>Not yet started</b> – season for this not yet commenced</li> <li>2. <b>Ongoing</b> – calculations made semi-annually</li> <li>3. <b>Ongoing</b> - To date 31 extramural funding opportunities identified and disseminated to local practitioners</li> <li>4. <b>Ongoing</b> – 7 presentations to national audiences; 3 to statewide audiences</li> </ol>	
<p><b>Objective:</b></p>	<p><b>Activities:</b></p>	<p><b>Time Frame</b></p>	<p><b>Status:</b></p>
<p><b>Outcome Objective 4.1</b></p> <p>By August 30, 2009 a legislative budget request to support funding for local community health assessment and health improvement planning practice will be submitted</p> <p><b>Outcome measures:</b> Legislative budget request, report of resulting</p>	<ol style="list-style-type: none"> <li>1. Research, estimate, calculate fiscal resources needed for local assessment/planning practice</li> <li>2. Prepare legislative budget request and accompanying return-on-investment rationale</li> <li>3. Track progress of request</li> <li>4. Document outcome</li> </ol>	<p>June – Aug</p> <p>Aug</p> <p>Aug</p> <p>Aug</p>	<ol style="list-style-type: none"> <li>1. <b>Not yet started</b></li> <li>2. <b>Not yet started</b></li> <li>3. <b>Not yet started</b></li> <li>4. <b>Not yet started</b></li> </ol>

action			
<p><b>Outcome Objective 4.2</b> Through August 30, 2009 document in-kind contributions to state and local practice</p> <p><b>Outcome measure:</b> In-kind contribution tracking tool, amount of in-kind contributions</p>	<ol style="list-style-type: none"> <li>1. Identify categories of in-kind resources to be tracked</li> <li>2. Adapt state in-kind tracking tool for use at local level</li> <li>3. Publish tool to COMPASS website</li> <li>4. Market, promote and monitor tool use</li> <li>5. Compile results, share with partners</li> <li>6. Assess process, value of information</li> </ol>	<p>Oct</p> <p>Nov</p> <p>Dec</p> <p>Dec, ongoing</p> <p>Sept</p> <p>Sept</p>	<ol style="list-style-type: none"> <li>1. <b>Met</b></li> <li>2. <b>Met</b> – tool adapted for local use</li> <li>3. <b>Unmet</b> – not yet posted</li> <li>4. <b>Not yet started</b></li> <li>5. <b>Not yet started</b></li> <li>6. <b>Not yet started</b></li> </ol>
<p><b>Outcome Objective 4.3</b> Through August 30, 2009 identify and communicate extramural funding opportunities and resources to state and local partners</p> <p><b>Outcome measure:</b> Number of funding opportunities identified, dollar amount and number of newly funded grant projects</p>	<ol style="list-style-type: none"> <li>1. Review, research list serves and other resources for funding opportunities and mechanisms for electronic notification</li> <li>2. Incorporate new information resources into existing communication network practice</li> <li>3. Develop and/or modify existing reporting tool</li> <li>4. Monitor, track and report on results</li> </ol>	<p>Oct</p> <p>Nov.</p> <p>Oct – Nov ongoing</p>	<ol style="list-style-type: none"> <li>1. <b>Met with ongoing activities</b> – biweekly scan of online grant announcements</li> <li>2. <b>Met with ongoing activities</b> – quarterly reporting of funding opportunities via e-news and meet-me calls</li> <li>3. <b>Met</b> – information gathering mechanism, tool developed</li> <li>4. Ongoing monitoring, reporting</li> </ol>
<p><b>Outcome Objective 4.4</b> Through August 30, 2009 present Florida model practices in community health assessment and health improvement planning at state and national meetings and in publications</p> <p><b>Outcome measure:</b> Number of presentations and forums, number of presentations</p>	<ol style="list-style-type: none"> <li>1. Identify national and state public health-related professional groups with interests in community health assessment and health improvement planning</li> <li>2. Monitor calls for abstracts, meeting notices, publication opportunities:</li> <li>3. Share presentation and publication opportunities thru communication network</li> <li>4. Collaborate with, provide technical assistance to partners, CHDs</li> <li>5. Document presentations, publications</li> <li>6. Post presentations, publication on website</li> </ol>	<p>Oct</p> <p>Oct and ongoing</p> <p>Oct and ongoing</p> <p>Ongoing</p> <p>Oct – Sept</p> <p>Ongoing</p>	<ol style="list-style-type: none"> <li>1. <b>Met with ongoing activities</b> – continuous monitoring of opportunities</li> <li>2. <b>Ongoing</b> monitoring</li> <li>3. <b>Met</b> with ongoing activities</li> <li>4. <b>Met</b> with ongoing activities – collaborated with CHDs, PACE EH for NACCHO proposal</li> <li>5. <b>Ongoing</b> documentation</li> <li>6. <b>Ongoing</b> – as appropriate</li> </ol>

## **New Budget Period Proposed Objectives and Activities**

**A. Proposed Objectives for 2009-2010** – The proposed objectives for each goal are articulated in the FY 2009-2010 work plan that follows.

**B. Outcome Measures** – For each goal and objective outcome measures are listed on the work plan document

**C. Objective Measures** – Each objective the activities and timeline are indicated; there are no redirected activities at this time.

**D. Budget Issues** – In preparing the budget to support FY 2009-2010 activities, careful consideration was made to plan activities that require modest expenditures, make diligent use of in-kind resources and leverage existing resources. Unless unforeseen circumstances develop, requested funds should support proposed and previously approved activities.

### **Work plan for FY 2009-2010**

The proposed work plan for the next year follows. For each of the four goal areas, objectives, outcome measures and activities are listed.

## **5. Additional Program Requirements**

Two of the four goals project focus on institutionalization and sustainability. The COMPASS initiative is working to align community health assessment and health improvement planning with agency strategic planning, performance improvement, public health preparedness and accreditation efforts. As core public health functions, assessment and planning are key to monitoring and improving health outcomes.

**Florida Department of Health (DOH) – Assessment Initiative  
Work Plan – FY 2009-2010 (Year Three)**

<p><b>Goal 1:</b> Provide access to tools and resources for comprehensive, systematic community health assessment and health improvement planning practice using theory-based framework guided by Mobilizing for Action through Planning and Partnerships</p>	<p><b>Evaluation Measure(s):</b></p> <ol style="list-style-type: none"> <li>1. <b>Outcome measure:</b> Deployment of qualitative community health data collection process using survey developed in 08-09</li> <li>2. <b>Outcome measure:</b> Three new online training modules will be accessible through the COMPASS and CHARTS websites (for a total of nine)</li> <li>3. <b>Outcome measure:</b> Report of summative evaluation of online training modules</li> </ol>	<p><b>Status this reporting period:</b></p>	
<p><b>Objectives:</b></p>	<p><b>Activities:</b></p>	<p><b>Time Frame</b></p>	<p><b>Status:</b></p>
<p><b>Outcome Objective 1.1</b> By August 30, 2010 a standardized process for collecting qualitative community health data will be produced</p> <p><b>Outcome measure:</b> Updated Florida MAPP Field Guide with guidance on use of web-based/paper survey instrument for community themes/strengths assessment</p>	<ol style="list-style-type: none"> <li>5. Review summary report of field tests and statistical analyses for reliability and validity of survey instrument</li> <li>6. Review existing process guidance on MAPP community themes and strengths assessment</li> <li>7. Draft process steps</li> <li>8. Review by advisory group</li> <li>9. Develop electronic database</li> <li>10. Test, revise as necessary</li> <li>11. Deploy</li> <li>12. Update chapter in MAPP Field Guide</li> </ol>	<p>Sept- Oct</p> <p>Oct – Nov</p> <p>Nov - Jan</p> <p>Jan</p> <p>Jan – Mar</p> <p>Apr – June</p> <p>July</p> <p>Aug</p>	
<p><b>Outcome Objective 1.2</b> By August 30, 2010 three new</p>	<ol style="list-style-type: none"> <li>7. Using results from annual survey, select training module topic areas</li> </ol>	<p>Feb.</p>	

<p>online training modules on topics related to community health assessment, planning and/or MAPP will be released.</p> <p><b>Outcome measure:</b> Three online training modules will be accessible through the COMPASS website</p>	<ol style="list-style-type: none"> <li>8. Conduct instructional design analysis and develop curriculum and training modules using updated MAPP materials</li> <li>9. Develop online module, perform formative evaluation on content and function, revise as needed</li> <li>10. Launch online modules, market usage</li> <li>11. Track usage, collect and compile course evaluations</li> </ol>	<p>Feb. – Mar</p> <p>Mar – June</p> <p>June – Aug</p> <p>Ongoing</p>	
<p><b>Outcome Objective 1.3</b> By August 30, 2010 perform a summative evaluation of existing COMPASS/CHARTS online training modules to assess trends in usage, user performance and value</p> <p><b>Outcome measure:</b> Summative evaluation report</p>	<ol style="list-style-type: none"> <li>8. Develop summative evaluation plan that includes two assessment phases 1) expert judgment phase and 2) field use/trial phase</li> <li>9. Conduct expert judgment phase to evaluate for congruence, content, design, feasibility</li> <li>10. Conduct field use/trial phase to assess outcomes (impact learners, transfer)</li> <li>11. Conduct management analysis to assess procedures and efficiencies</li> <li>12. Compile results into report</li> <li>13. Formulate recommendations for enhancements</li> <li>14. Make revisions as appropriate</li> </ol>	<p>Nov.</p> <p>Jan – Mar</p> <p>Feb – Mar</p> <p>Mar – April</p> <p>May – June</p> <p>July</p> <p>Ongoing</p>	

<p><b>Goal 2:</b> Establish comprehensive, systematic community health assessment and health improvement planning processes and public health action partnerships in Florida's 67 county health departments (CHDs)</p>	<p><b>Evaluation Measure(s):</b>  <b>1. Outcome measure:</b> Status report on assessment/planning practice in Florida  <b>2. Outcome measure:</b> Partnership evaluation tool  <b>3. Outcome measure:</b> Number of active peers/advisors and model practices collected</p>	<p><b>Status this reporting period:</b></p>	
<p><b>Objectives:</b></p>	<p><b>Activities:</b></p>	<p><b>Time Frame</b></p>	<p><b>Status:</b></p>
<p><b>Outcome Objective 2.1</b>                  By June 30, 2010 produce report on assessment/planning practice and capacity status of 67 CHDs   <b>Outcome measure:</b> Status report on assessment/planning practice in Florida</p>	<p>5. Collect and review results of previous seven years data on local practice and capacity from annual inventory surveys                  6. Identify gaps in information, obtain data                  7. Write status report                  8. Publish and disseminate, including posting to COMPASS website</p>	<p>Jan – Mar                   Mar                  April – May                  June - July</p>	
<p><b>Outcome Objective 2.2</b>                  By August 30, 2010 a tool for evaluating community partnerships and guidance for its use will be available on the COMPASS website   <b>Outcome measure:</b>                  Partnership evaluation tool for local use</p>	<p>7. Research, review literature                  8. Select evaluation methodology                  9. Submit for Advisory Group review, input                  10. Develop evaluation tool, data collection process, analysis and reporting mechanisms                  11. Test, review and revise                  12. Submit for Advisory Group approval                  13. Implement tool                  14. Provide technical assistance, training</p>	<p>Oct – Nov                  Dec                  Jan                  Feb – Apr                   Mar – June                  July                  Aug                  Ongoing</p>	
<p><b>Outcome Objective 2.3</b></p>	<p>6. Convene peers/advisors to develop and</p>	<p>Quarterly</p>	

<p>Through August 30, 2010 use peer mentor network to promote model practices in community health assessment/planning practice</p> <p><b>Outcome measure:</b> Numbers of active peer/advisors and model practices collected</p>	<p>update Florida MAPP and other practice tools and materials.</p> <p>7. Continue promotion and administration of peer mentoring</p> <p>8. Document and collect model practice examples</p> <p>9. Publish model practices to COMPASS website and in <i>Compass Points</i> e-news</p> <p>10. Market, promote use of existing and submission of new practices</p>	<p>Ongoing</p> <p>Quarterly</p> <p>Quarterly</p> <p>Ongoing</p>	

<p><b>Goal 3:</b> Institutionalize community health assessment and health improvement planning practice in Florida Department of Health and its 67 county health departments</p>	<p><b>Evaluation Measure(s):</b></p> <p><b>1. Outcome measure:</b> Implementation of the state and local instruments of the National Public Health Performance Standards Program (NPHPSP) for public health system assessments</p> <p><b>2. Outcome measure:</b> Establishment of partnership to advocate for community health assessment instruction in public health higher education curricula</p>	<p><b>Status this reporting period:</b></p>
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<b>Objective:</b>	<b>Activities:</b>	<b>Time Frame</b>	<b>Status:</b>
<p><b>Outcome Objective 3.1</b> By August 30, 2010 conduct state and local public health system assessments using NPHPSP</p>	<p>5. Identify and secure resources including funding and technical support</p> <p>6. Identify trainers and format for regional workshops</p>	<p>Sept – Oct</p> <p>Sept</p>	

<p>instruments</p> <p><b>Outcome measure:</b> Data reports from state and local system assessments</p>	<ol style="list-style-type: none"> <li>7. Schedule workshops</li> <li>8. Develop local implementation options</li> <li>9. Develop, deliver pre-workshop information sessions</li> <li>10. Identify data collection method, develop systems, training</li> <li>11. Conduct regional workshops</li> <li>12. Deploy local instrument implementation</li> <li>13. Provide technical assistance</li> <li>14. Collect data</li> <li>15. Compile results, interpret, prepare final report</li> </ol>	<p>Sept – Oct</p> <p>Sept</p> <p>Oct – Dec</p> <p>Nov</p> <p>Jan</p> <p>Jan – June</p> <p>Ongoing</p> <p>Jan – June</p> <p>June - Aug</p>	
<p><b>Outcome Objective 3.2</b> By August 30, 2010 form and convene an advocacy partnership to promote inclusion of community health assessment instruction in public health curricula.</p> <p><b>Outcome measure:</b> Written recommendations for public health curricula</p>	<ol style="list-style-type: none"> <li>6. Inventory current academic partners, identify new potential partners</li> <li>7. Review by Advisory Group</li> <li>8. Develop mission, goals for partnership</li> <li>4. Invite members, convene group</li> <li>5. Develop recommendations</li> <li>6. Review by Advisory Group</li> <li>7. Prepare written report, disseminate to partners</li> </ol>	<p>Sept</p> <p>Oct</p> <p>Nov – Dec</p> <p>Jan – Mar</p> <p>Mar – June</p> <p>July</p> <p>July - Aug</p>	

<p><b>Goal 4:</b> Sustain community health assessment and health improvement planning practice, supportive systems and resources within Florida's public health systems</p>	<p><b>Evaluation Measure(s):</b></p> <ol style="list-style-type: none"> <li>1. <b>Outcome measures:</b> Legislative budget request, report of resulting action</li> <li>2. <b>Outcome measure:</b> Documented in-kind contributions</li> <li>3. <b>Outcome measure:</b> Documented number of funding opportunities identified</li> </ol>	<p><b>Status this reporting period:</b></p>
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Objective:	Activities:	Time Frame	Status:
<p><b>Outcome Objective 4.1</b> By August 30, 2010 a legislative budget request to support funding for local community health assessment and health improvement planning practice will be submitted</p> <p><b>Outcome measures:</b> Legislative budget request, report of resulting action</p>	<p>4. <b>Outcome measure:</b> Number of presentations and forums, number of presentations</p> <p>5. Research, estimate, calculate fiscal resources needed for local assessment/planning practice 6. Prepare legislative budget request and accompanying return-on-investment rationale 7. Track progress of request 8. Document outcome</p>	<p>June – Aug  Aug  Aug Aug</p>	
<p><b>Outcome Objective 4.2</b> Through August 30, 2010 document in-kind contributions to COMPASS initiative <b>Outcome measure:</b> Report of in-kind contributions to state assessment initiative</p>	<p>7. Calculate in-kind contributions 8. Document contributions 9. Make information available as appropriate</p>	<p>Quarterly Ongoing Ongoing</p>	
<p><b>Outcome Objective 4.3</b> Through August 30, 2010 identify and communicate extramural funding opportunities and resources to state and local partners</p>	<p>6. Review, research list serves and other resources for funding opportunities and mechanisms for electronic notification 7. Incorporate new information resources into existing communication network practice 8. Document funded projects</p>	<p>Sept – Oct  Quarterly  Ongoing</p>	

<p><b>Outcome measure:</b> Number of funding opportunities identified, dollar amount and number of newly funded grant projects</p>	<p>9. Promote reporting of local project funding, best practices 10. Monitor, track and report on results</p>	<p>Ongoing Ongoing</p>	
<p><b>Outcome Objective 4.4</b> Through August 30, 2010 present Florida model practices in community health assessment and health improvement planning at state and national meetings and in publications</p> <p><b>Outcome measure:</b> Number of presentations and forums, number of presentations</p>	<p>7. Identify national and state public health-related professional groups with interests in community health assessment and health improvement planning 8. Provide presentations at the following venues: Florida Public Health Association (FPHA), National Association of County and City Officials (NACCHO), National Assessment Initiative Conference, National Public Health Performance Standards Program, Council of State and Territorial Epidemiologists (CSTE), American Public Health Association (APHA) 9. Monitor calls for abstracts, meeting notices, publication opportunities: Share presentation and publication opportunities with CHDs and partners through communication network 10. Document presentations, publications 11. Post presentations, publications on COMPASS website, as appropriate</p>	<p>Oct Ongoing Ongoing Ongoing Ongoing</p>	