

Virginia Heart Disease and Stroke State Plan Evaluation Committee 2009-2010 Workplan

Objective	Evaluation Indicators	Data Sources:	Potential Partners	Resources Needed: <small>(Funding &/or in-kind donations, etc.) Note any currently available & by whom)</small>
Convene a group of data and surveillance experts to assess existing heart disease and stroke data sources, identify data gaps, make recommendations for uniformity across data measures, and other recommendations as appropriate. Include schools' data, data on disparate populations, and financial burden data.	<ul style="list-style-type: none"> • Data assessment leadership committee formed • Number of committee members (minimum of 7) • Report completed that includes: <ul style="list-style-type: none"> ○ Existing data sources assessed ○ Data gaps identified ○ Recommendations for uniformity across data measures 	<ul style="list-style-type: none"> • Committee meeting minutes 	<ul style="list-style-type: none"> • PITCH • VHQC • DMAS 	<ul style="list-style-type: none"> • Conference calling capability

Activities	Beginning Target Date	Completion Target Date	Persons Responsible <small>(Identify Lead)</small>	Resources Needed <small>(\$, in-kind, etc.) Note any currently available & by whom)</small>
1. Develop a list of potential data experts in addition to the Surveillance and Evaluation Standing Committee to participate in discussions about data sources, gaps, recommendations, etc.	July 2009	August 2009	Colleen (Lead) Committee	Email list; updated contact list; in-kind/time
2. Recruit experts to participate in discussions with Surveillance and Evaluation Committee on data sources, gaps, etc. Encourage membership on Surveillance and Evaluation Committee.	July 2009	December 2010	Colleen (Lead) Committee	Email list; updated contact list, Electronic copy of committee's purpose; in-kind/time
3. Convene meetings to discuss: existing data sources, gaps, availability of CVD data, recommendations for uniformity across data measures, data needs for Alliance, partners to bridge data gaps, process for encouraging partners to use mechanisms for data reporting understandable for all audiences, etc.	July 2009	Nov 2009	Susan Tweed (Lead) VDH (Logistics) Lynne (Logistics)	Conference call capability; Webex capability; Meeting space; in-kind/time

4. Draft report on assessment results and recommendations	Nov 2009	Feb 2010	Rebeka (Lead)	Other committee members to assist in writing report; in-kind/time
5. Implement process for encouraging partners to use mechanisms for data reporting that are understandable for all audiences.	March 2010	August 2010		
6. Contact and work with partners to bridge data gaps identified by leadership committee.	March 2010	August 2010		

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Utilize the VHDSA web site to provide easy access to data for all interested parties and promote its availability.	<ul style="list-style-type: none"> • Data reports are posted on the website • Number of website hits and where they are coming from 	<ul style="list-style-type: none"> • Website • Website/webmaster hits report 	<ul style="list-style-type: none"> • Alliance members • Organizations that house/post data 	<ul style="list-style-type: none"> • Website tracking resource

Activities	Beginning Target Date	Completion Target Date	Persons Responsible (Identify Lead)	Resources Needed (\$, in-kind, etc.) <i>Note any currently available & by whom)</i>
1. Work with VDHSa Website committee to ensure a section on the website is devoted to Data and Reports.	July 2009	October 2009	Susan Spain	In-kind/time
2. Research how to obtain website hits to evaluate use of website and data/reports.	July 2009	October 2009	Susan Spain	In-kind/time
3. Review and determine current data/reports to include on the website and upload data/reports or links to the data/reports.	July 2009	November 2009	Rebeka Entire committee	\$ for purchasing data? Free data; in-kind/time
4. Research additional data/reports to include on the website.	July 2009	December 2010	Susan Spain	\$ for purchasing data? Free data; in-kind/time
5. Approach partners about adding links to the VHDSA website data from their websites.	November 2009	December 2010	Susan Tweed	In-kind/time
6. Give a presentation at an Alliance meeting on available data and types of data available on the Alliance website.	Oct 29 Alliance meeting		Rebekah (Lead) Susan Spain	In-kind/time
7. Develop a data listserve that alerts people to data available and new data/reports as they become available.	Sept 2009	December 2010	Susan Spain	\$ for listserve?; in-kind/time

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<p>At least annually, the VHDSA will evaluate progress in implementation of the state plan and make necessary changes.</p> <ul style="list-style-type: none"> Utilize quantitative and qualitative methodologies to assist in evaluation. (e.g. tools utilized to gather data for development of the plan) 	<ul style="list-style-type: none"> State plan progress report completed 	<ul style="list-style-type: none"> Committee reports 	<ul style="list-style-type: none"> VHDSA Members 	<ul style="list-style-type: none"> Evaluation log/tracking form

Activities	Beginning Target Date	Completion Target Date	Persons Responsible (Identify Lead)	Resources Needed (\$, in-kind, etc.) <i>Note any currently available & by whom</i>
1. Research other evaluation progress reports to potentially use/modify for Alliance state plan progress report template. Ensure that progress report includes progress on 5 & 10 Year goals as well as progress on State Plan Objectives.	July 2009	August 2009	Susan Spain	In-kind / time
2. Review evaluation progress report templates and choose/modify and/or create a template to be used by Alliance committees.	August 2009	Sept 2009	Susan Spain	In-kind / time
3. Develop a protocol for completing state plan evaluation progress reports.	August 2009	Sept 2009	Susan Spain	In-kind/time
4. Present progress report template to Steering Committee for review/approval.	Sept 2009		Rebekah (Lead) Daniel	In-kind/time
5. Present progress report template to Alliance members at Alliance meeting and train members on its use.	Oct 29 Alliance meeting		TBD	Printing, paper; in-kind/time