

Table 3. HRSA Year 04 Objectives, Activities, Timelines, Responsibilities and Evaluation Measures and Methods

Objective 1. By June 30, 2005, ASTDD will create a communication network with agencies and organizations that are key to oral health promotion and disease prevention for the MCH population.

Year 04 Objective	Year 04 Activities	Responsibilities	Evaluation Measures and Methods
<p>Objective 1.1</p> <p>By July 31, 2004, continue current liaison activities and implement or continue at least one (1) joint activity with each of the following groups:</p> <ul style="list-style-type: none"> • OHRC • NCOHP • SCD • AACDP • State Medicaid dental consultants • ADHA • AAPHD • AAPD • Head Start Association • BPHC • BHP 	<p>Maintain and enhance current liaisons and activities with OHRC, NCOHP, SCD, AACDP, ADHA, AAPHD.</p> <p>Establish liaison relationships with the State Medicaid group, AAPD, BPHC, BHP and NHSA.</p> <p>At the end of the year, assess the effectiveness of the liaison assignments.</p> <p>Continue to enhance the ASTDD website to include more links, descriptions of all links, and more information on grant activities.</p> <p>Send ASTDD representatives as participants or speakers to meetings of at least 5 groups.</p> <p>Facilitate dissemination of information through ASTDD and other organizations' websites, newsletters, or journals.</p>	<p>Executive Committee Liaisons Communication Committee</p>	<p>Long-term Outcome State/local programs will indicate an increased exposure to and use of information provided through these collaborative activities.</p> <p>Year 04 List of liaisons and types of liaison and joint activities</p> <p>Liaison and meeting reports</p> <p>Copies of articles in newsletters or announcements on listservs and website links</p> <p>Feedback form responses on liaison activities</p> <p>Increased communication and joint activities, and satisfaction with the liaison process</p>
<p>Objective 1.2.</p> <p>By July 31, 2004, ASTDD will co-sponsor with CDC, AAPHD, HRSA/MCHB and others an annual collaborative conference that includes sessions on MCH oral health disparities, Medicaid/SCHIP dental access issues, community-based oral health programs.</p>	<p>Participate on the Planning and Local Arrangements Committees, provide evaluation expertise, use 2003 evals to inform the planning process as well as recommendations from other ASTDD committees, and disseminate information for the April 30-May 5, 2004 preconference sessions and conference in Los Angeles, CA.</p> <p>Provide partial travel support to 30 Medicaid/SCHIP state reps, 15 speakers, 8 community dental program reps, and ASTDD consultants.</p> <p>Improve the logistics of the evaluation process to increase the percentage of forms completed.</p>	<p>NOHC Joint Planning Committee</p>	<p>Year 04 Evaluation forms for all conference activities, including speaker and exhibitor feedback</p> <p>Summarized evaluation responses and recommendations to the Planning Committee</p> <p>Copies of session evals to all faculty and speakers</p> <p>% of eval forms turned in</p> <p>Level of satisfaction with conference</p>

Year 04 Objective	Year 04 Activities	Responsibilities	Evaluation Measures and Methods
<p>Objective 1.3 By July 31, 2004, continue to implement a plan to enhance knowledge, resources and collaborative efforts of state/territorial dental directors and CSHCN directors related to oral health needs and services for CSHCN.</p>	<p>Continue current consultant for CSHCN projects (Jay Balzer).</p> <p>Include more information on CSHCN through ASTDD, OHRC and other websites, listservs and newsletters.</p> <p>Interface with federal agencies and national organizations around specific projects or issues, including a session at the NOHC on CSHCN.</p> <p>Disseminate promising models that use collaborative approaches for CSHCN, primarily through the ASTDD Best Practices website.</p> <p>Hold at least one face-to-face meeting of the committee or subcommittees.</p> <p>Develop resources for state/territorial/local dental directors, CSHCN directors, and Family Resource Centers on oral health.</p>	<p>CSHCN Committee</p>	<p>Year 04 Minutes from committee meetings</p> <p>Posting on websites and information in newsletters and on listservs</p> <p>NOHC session on CSHCN scheduled and evaluated--# of attendees and satisfaction with session</p> <p>Resources developed and disseminated</p>

Objective 2. By June 30, 2005, ASTDD will increase access for state and local programs to information and training on community water fluoridation.

Year 04 Objective	Year 04 Activities	Responsibilities	Evaluation Measures and Methods
<p>Objective 2.1. By July 31, 2004, ASTDD will collaborate with national agencies and organizations to compile and disseminate information on the appropriate use of fluorides and sealants, and will provide or arrange for technical assistance to states/territories.</p>	<p>Continue to include more information and links about dental caries preventive measures through the ASTDD website, listserv and newsletter.</p> <p>Finish and disseminate the sealant task force report and the WFRS evaluation report. Arrange for/provide TA to states based on recommendations from the reports.</p> <p>Support state oral health or fluoridation staff travel to WFRS or Basic Fluoridation courses and follow up with state staff on need for additional information or TA.</p> <p>Provide links to online courses on evidence-based ECC/infant oral health or caries prevention courses.</p> <p>Create short information sheets for use by MCH programs and other on age appropriate preventive services and approaches.</p> <p>Improve the process for requesting TA or travel support.</p> <p>See other activities related to this objective in Objective 4.5.</p>	<p>Fluorides Committee Sealant Task Force</p>	<p>Long-term Outcome State and local programs will indicate access to and availability of information on dental caries preventive measures.</p> <p>Year 04 Requests for TA and travel, and how handled</p> <p>Information sheets created and disseminated</p> <p># of links and type of courses on preventive measures for dental caries</p> <p>Reports posted on website</p>

Objective 3. By June 30, 2005, ASTDD will design and implement a plan for ASTDD's role in a dental public health workforce development initiative that complements efforts of other agencies and organizations.

Year 04 Objective	Year 04 Activities	Responsibilities	Evaluation Measures and Methods
<p>Objective 3.1. By July 31, 2004, ASTDD will continue the mentoring program for new dental program directors by assigning new mentors when requests are received, and evaluating benefits and outcomes for mentors and mentees.</p>	<p>Continue consultant (Joe Doherty) to help coordinate mentoring and orientation activities.</p> <p>Assign mentors to new dental directors, revise and distribute orientation and mentoring materials, and facilitate and support site visits.</p> <p>Acquire feedback on the mentoring process and outcomes.</p> <p>Implement recommendations from the 2003 Mentoring Evaluation report.</p> <p>Determine the need for orientation session at NOHC or if format needs changing.</p>	<p>Mentoring subcommittee under Leadership Committee</p>	<p>Long-term Outcome ASTDD members will be able to identify and access a variety of professional development opportunities.</p> <p>Year 04 Mentor applications received and processed</p> <p>Annual report of mentor/mentee assignments, activities and evaluations</p> <p>Mentor/mentee feedback forms completed and summarized</p> <p>Copies of revised/new materials and Orientation session agenda at NOHC</p>
<p>Objective 3.2. By July 31, 2004, the Leadership Development Committee will continue to revise and implement the ASTDD Dental Public Health Leadership Initiative Plan.</p>	<p>Continue current consultant (Don Marianos).</p> <p>Hold teleconferences and 2 face-to-face meetings of committee or subcommittees.</p> <p>Plan and hold a workshop in Feb 2004 in DC for representatives of national organizations and federal agencies to develop an action plan for a continuum of methods to enhance the dental public health workforce (co-sponsor with CDC)</p> <p>Disseminate information on educational and leadership opportunities and formalize a process for responding to requests for training.</p> <p>Schedule skill-building or leadership workshops for professionals at different career levels in conjunction with other meetings or as teleconferences. Support honoraria and travel for workshop faculty and a few participants.</p>	<p>Leadership Committee</p>	<p>Year 04 Meeting minutes</p> <p>Feb workshop packet, proceedings, evaluation summary, action plan and follow-up report.</p> <p>Workshop materials and evaluations</p> <p>Honoraria/travel scholarships requested and granted.</p>

Objective 4. By June 30, 2005, ASTDD will create and implement a comprehensive plan for evaluation and technical assistance for State and local oral health programs.

Year 04 Objective	Year 04 Activities	Responsibilities	Evaluation Measures and Methods
<p>Objective 4.1. By July 31, 2004, ASTDD will develop a companion document to Guidelines for State and Territorial Oral Health Programs and use in evaluating county or local oral health programs and mentoring new dental directors.</p>	<p>Assemble a task force of representatives from national organizations such as ASTDD, AACDP, NACCHO, NALBOH.</p> <p>Engage a TA expert to participate in the committee and schedule phone conferences to decide on adaptations needed to the content.</p> <p>Send the document draft out to reviewers.</p> <p>Link examples or approaches to appropriate sections of the Best Practices website.</p> <p>Place the document in pdf format on the ASTDD and OHRC websites and create a limited number of print and CD ROM copies; include a feedback form.</p> <p>Respond to requests for TA from state, county, or local programs.</p>	<p>Subcommittee of State Evaluation Committee</p> <p>TA expert</p>	<p>Long-term Outcome Dental directors will be able to request and receive technical assistance that meets their needs in a timely and appropriate fashion.</p> <p>Year 04 Committee member list</p> <p>Meeting minutes and feedback from reviewers</p> <p>Document placed on website, CD ROM and print copies</p> <p># of requests and website hits for document</p> <p>Feedback summarized from feedback form</p> <p>Requests for TA and how handled</p>
<p>All objective 4.2s from previous years have been completed. There is no objective 4.2 for year 04.</p>			

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<p>Objective 4.3. By July 31, 2004, produce and distribute a Mobile/Portable Dental Manual in a CD ROM and web-based format (if additional funding for website development is secured. (Completion delayed from year 03)</p>	<p>Hold face-to-face meetings and teleconferences to develop the content and format of the manual.</p> <p>Continue to work with the current consultants (Teusch, Jackson, Berkey, Helgeson) on content, format and linkages to Safety Net Dental Clinic Manual website.</p> <p>Send draft chapters out for review and incorporate revisions.</p> <p>Secure additional funding for development of website and a marketing brochure.</p> <p>Place, host and evaluate use of manual through OHRC.</p> <p>Continue to promote and update the Safety Net Dental Clinic Manual.</p>	<p>Mobile and Portable Manual Committee SNDCM Steering Committee</p>	<p>Year 04 Meeting minutes</p> <p>Chapter drafts and reviewer comments</p> <p>Completed manual in WORD for translation into HTML with graphics</p> <p>Online website with feedback form</p> <p>Marketing brochure</p> <p>Quarterly revisions to Safety Net Manual website</p>
<p>Objective 4.4 By July 31, 2004, ASTDD will continue to provide partial support, and TA for up to 5 additional states to hold initial or follow-up dental summits that address problems and solutions for access to oral care for underserved populations, and evaluate summits funded in year 03.</p>	<p>Promote initial and follow-up summits to states.</p> <p>Create online guide that includes the process for requesting and reviewing support for summits, and the reporting and evaluation process.</p> <p>Provide technical assistance as needed regarding summit format, content, collaborative planning and facilitation strategies, ideas for leveraging other resources, publication formats and dissemination ideas for summit reports.</p> <p>Disseminate summit information and reports through the OHRC and ASTDD websites.</p> <p>Revise and use the summit evaluation tool for 6-month follow up on summits</p>	<p>Cooperative Agreements Coordinator in conjunction with HRSA dental consultants</p> <p>TA Expert</p>	<p>Year 04 # and location of summits and final reports posted on ASTDD and OHRC websites</p> <p>Summit evaluations completed and summarized</p> <p>Online guide for summits</p>

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<p>Objective 4.5 By July 31, 2004, ASTDD will continue to conduct a joint project with the regional offices, state oral health and Medicaid/SCHIP programs, and other partners to identify, compile and disseminate information and recommendations and models for training, technical assistance, classroom/parent education, creation of dental homes, and monitoring of performance measures for oral health for Head Start and Early Head Start programs.</p>	<p>Continue consultant to coordinate project (Kathy Geurink).</p> <p>Use additional consultants as needed for specific projects.</p> <p>Advisory Committee will meet via teleconferences and two face-to-face meetings.</p> <p>Support and track state forums and disseminate action plans and reports of funded states on the ASTDD and OHRC websites.</p> <p>Develop and implement a process to evaluate the forums based on the system used for evaluating dental summits.</p> <p>Identify characteristics that would constitute promising models for EHS/HS oral health programs and develop promising Head Start models for the Best Practices website (delayed from year 03 to interface with ASTDD best practices project).</p> <p>Review Head Start oral health educational materials from meetings and programs and include in OHRC database.</p> <p>Produce additional educational materials as recommended by the Committee or requested from Head Start Bureau.</p>	<p>Head Start Committee</p>	<p>Year 04 Meeting minutes</p> <p>Special reports and educational materials developed and posted on websites</p> <p># and location of oral health forums funded</p> <p>Forum reports and action plans posted on websites</p> <p>Evaluation report of forums funded in 2002-03.</p> <p>Head Start best practice approaches or models integrated into Best Practices website</p> <p>Materials added to OHRC database</p> <p>Requests for materials and TA and how handled</p>