

Year 01 Objectives	Activities/Timelines/Responsibilities	Evaluation Measures and Methods
<p>Objective 1.1 By August 31, 2004, enhance the graphical presentation of data on the NOHSS website, incorporate the eighth (8th) CSTE approved indicator (oral cancer) into NOHSS, and acquire data on the caries and sealant indicators from at least five (5) states more than in 2003.</p>	<p>By 10/1/03 ASTDD hires consultant to coordinate Data Committee projects and provide TA to states for Objectives 1.1, 1.3 and 1.4.</p> <p>By 1/15/04 Data Committee establishes relationship with CDC's NCPR and inserts their oral cancer data into the NOHSS.</p> <p>Ongoing: provide TA to states on data collection for other oral health indicators.</p> <p>By 5/30/04 states submit data to Data Committee on items for which they have gathered qualified data.</p> <p>By 6/30/04 Data Committee submits data to CDC for incorporation into NOHSS website and a progress report to ASTDD Executive Committee.</p> <p>By 8/31/04 CDC incorporates data into NOHSS website.</p>	<p>Consultant agreement signed</p> <p>Status report of states ability to submit qualified data (# of states and ability level)</p> <p>Oral cancer data displayed on NOHSS website</p> <p>Report of TA provided to states</p>
<p>Objective 1.2. By June 30, 2004, conduct a five-year trend analysis of State Synopsis responses from 1998 to 2002.</p>	<p>By 10/1/03 ASTDD hires consultant to work with Data Committee and CDC staff to develop plan for analysis, perform analysis and write report.</p> <p>By 11/15/03 consultant submits plan for analysis and outline for report to Data Committee for approval.</p> <p>By 1/15/04 consultant submits preliminary data analysis to Data Committee.</p> <p>By 4/15/04 consultant submits draft report to Data Committee.</p> <p>By 5/15/04 Data Committee and CDC review draft and suggest revisions.</p> <p>By 6/15/04 consultant incorporates any revisions and submits for posting on ASTDD website.</p> <p>By 6/30/04 Chair of Data Committee announces availability of report on website via selected listservs.</p>	<p>Consultant agreement signed</p> <p>Plan for analysis and outline for report approved</p> <p>Final report of analysis approved</p> <p>Report posted on ASTDD website</p> <p>Listserv announcements</p>
<p>Objective 1.3. By August 31, 2004, collect 2003 data</p>	<p>By 10/15/03 Data Committee and consultant review Synopsis for revisions in content and format, and determine</p>	<p>Committee meeting minutes</p>

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<p>from all 50 states and DC, create a plan for assessing and addressing the territorial concerns about the utility of the Synopsis for their needs, and publish the annual State Synopsis.</p>	<p>if other surveys such as Oral Health America’s report card and additional Medicaid questions should be integrated into the Synopsis.</p> <p>By 11/15/03 Data Committee sends data collection forms electronically to states and territories with instructions and deadlines.</p> <p>Ongoing: consultant provides TA and follow-up with states and territories that have difficulty or are delinquent.</p> <p>By 4/1/04 ASTDD consultant enters data, writes draft report, and submits electronically to committee and states for review.</p> <p>By 6/1/04, assess territorial concerns and barriers to submitting synopsis data and create a plan to address those concerns.</p> <p>By 6/15/04 corrections to synopsis are submitted by states/territories and incorporated into final report.</p> <p>By 6/30/04 consultant submits database to CDC for extracting data for Synopsis website and submits report to ASTDD to print limited copies and post on website.</p> <p>By 8/31/04 Chair of Data committee announces via selected listservs the availability of Synopsis report on ASTDD website and new State Synopsis data on CDC website</p>	<p>Recommendations for revisions to synopsis content or format</p> <p>Summary of territorial concerns</p> <p>Plan for addressing territorial concerns</p> <p>Online feedback form with synopsis report: looks at process variables and outcomes—how the report is used.</p> <p>Summary of feedback collected via online form</p> <p>Consultant report of TA provided</p> <p>States evaluate TA provided</p> <p>2004 Synopsis report approved and posted on ASTDD website</p> <p>Some of synopsis data integrated into CDC website</p>
<p>Objective 1.4. By August 31, 2004, improve the ability of at least five (5) states to perform oral health needs assessments or implement an oral health surveillance system.</p>	<p>By 10/1/03 ASTDD hires an additional consultant to provide TA to states, primarily on sampling for needs assessments.</p> <p>By 11/30/03 assess states needs for TA on oral health needs assessment and surveillance.</p> <p>By 11/30/03 ASTDD webmaster places tip sheet “To Do Checklist for the Basic Screening Survey” on the website.</p> <p>By 12/15/03 Data Committee and consultants refine and disseminate information on the process for states to request</p>	<p>Consultant agreement signed</p> <p>Announcement of TA process</p> <p>Summary of TA requests and how handled, including # of states, timelines and activities</p> <p>Tip sheet developed and posted on website</p> <p>State evaluations of TA process and outcomes</p>

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	<p>TA and to assign consultant services based on individual state needs.</p> <p>Ongoing: Data Committee receives and processes requests and assigns consultants.</p> <p>Ongoing: consultants provide reports on how each TA request was handled and any additional TA or follow up needed.</p> <p>Ongoing: states evaluate the TA and consultant process and outcomes.</p> <p>By 8/31/04 create an online list of other resources that states can use for assistance with needs assessments or oral health surveillance.</p>	<p>OH surveys planned and completed as a result of TA</p> <p>OH surveillance systems established</p> <p>Online list of resources</p>
<p>Objective 2.1. By August 31, 2004 create and promote a resource guide for evaluating state oral health programs that includes a menu of options, resources available for assistance, and the process for requesting technical assistance.</p>	<p>By 10/1/03 ASTDD hires consultant to coordinate state evaluation projects and confirms chair and members of State Evaluation Committee.</p> <p>Ongoing: State Evaluation Committee interfaces with CDC Evaluation consultant for the project “Dental Public Health Program Infrastructure Development Evaluation and Technical Assistance.”</p> <p>By 11/30/03 State Evaluation Committee and consultant will review and prioritize recommendations from 2001 evaluation report of previous state evaluations and assess TA needs of states.</p> <p>By 3/15/04 create a menu of options for states with instructions on requesting TA, and email it to state oral health programs and other selected reviewers for feedback.</p> <p>By 4/15/04 incorporate feedback from states and format menu of options as a resource guide, including plan for evaluating each option and for the experts who provide TA.</p> <p>By 5/1/04 ASTDD webmaster posts resource guide on the website and Chair of State Evaluation Committee</p>	<p>Consultant agreement signed and pool of TA experts created</p> <p>Committee meeting minutes</p> <p>Prioritized recommendations for TA</p> <p>Draft menu of options for state evaluation and TA</p> <p>Feedback on menu from states</p> <p>Resource guide formatted and posted on website</p> <p>Announcement of resource guide availability</p>

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	announces its availability on the ASTDD listserv.	
Objective 2.2. By August 31, 2004, implement and evaluate a pilot of three (3) different options for evaluation and TA in three (3) states.	<p>By 1/15/04 State Evaluation Committee selects three pilot states and assigns TA experts to conduct each pilot.</p> <p>By 6/30/04 experts plan and conduct pilots, in conjunction with State Evaluation Committee and Coordinator, and submit reports to the committee.</p> <p>By 8/31/04 State Evaluation Committee evaluates pilot options and makes any necessary revisions as a result of the pilot evaluations.</p>	<p>Summary of needs and TA plans for 3 pilot states, including experts assigned, timelines, activities</p> <p>TA reports and follow up reports</p> <p>Evaluation of consultants by pilot states</p>
Objective 2.3. By August 31, 2004 consider revisions and link portions of the assessment, assurance and policy development sections of the State and Territorial Oral Health Guidelines with examples of best practices from the ASTDD Best Practices Website.	<p>By 1/15/04 State Evaluation Committee reviews <i>Guidelines</i> document for any potential revisions and confers with Best Practices Committee to identify where there are best practices that match the examples in the Guidelines and to prioritize where best practices are needed.</p> <p>By 5/15/04 make suggested revisions to the <i>Guidelines</i> document that is posted on the website and announce changes on the listserv.</p> <p>Ongoing: ASTDD webmaster links the identified best practice approaches and state practice examples to the appropriate sections of the Guidelines document that is posted on the ASTDD website.</p> <p>Ongoing: State Evaluation Committee works with Best Practices Committee to create best practice approaches to match areas of the Guidelines.</p>	<p>Summary of revisions needed</p> <p>List of items that have corresponding best practices and prioritized list of other best practices needed for links</p> <p>Revisions made on website version of <i>Guidelines</i></p> <p>Website links to Best Practices website database</p> <p>Use of <i>Guidelines</i> and links</p>
Objective 3.1 By August 31, 2004, review current liaison activities, develop liaison guidelines, implement and evaluate a formal collaborative agreement with at least two (2) national organizations, including	<p>Executive Committee holds a mid-year planning meeting 11/6-7/03 with selected partners and develops guidelines for liaisons and a plan for enhancing current relationships and forming new ones.</p> <p>By 1/15/04 ASTDD negotiates and implements formal liaison/collaborative relationships and annual objectives with two partner organizations.</p>	<p>Liaison guidelines</p> <p>Prioritized plan for liaison and partner activities</p> <p>Written negotiated agreements and objectives with 2 partners</p> <p>Liaison reports documenting activities, concerns,</p>

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annual objectives.	<p>Ongoing: liaisons write and submit progress reports and members conduct any negotiated joint activities.</p> <p>By 8/31/04 evaluate the progress of the liaison relationship and activities before developing new annual objectives or establishing agreements with additional organizations.</p>	<p>recommendations</p> <p>Evaluation of liaison activities in review of partner agreements</p>
<p>Objective 4.1 By August 31, 2004, co-sponsor with CDC and other national organizations/agencies, a National Oral Health Conference in Los Angeles with at least 450 attendees.</p>	<p>By 9/15/03 ASTDD and AAPHD establish joint core group and larger NOHC planning committee.</p> <p>By 9/15/03 ASTDD contracts with conference planner and with meeting facility.</p> <p>Ongoing: Planning Committee holds biweekly teleconferences and uses 2003 evaluation information to inform planning.</p> <p>By 1/15/04 webmasters post NOHC registration and program information on ASTDD and AAPHD websites, and announce on listservs.</p> <p>ASTDD and AAPHD conduct conference in LA from 5/1-5/04.</p> <p>By 8/31/04, Planning Committee reviews evaluations, debriefs, evaluates contractor performance, and starts planning for 2005 conference.</p>	<p>Contract signed with meeting planner</p> <p>Contract signed with meeting facility</p> <p>Planning meeting minutes</p> <p>Online program and registration</p> <p>Summary of evaluations from conference sessions</p> <p>Final report from contractor on timelines, marketing materials and methods, # and lists of participants, speakers, exhibitors, sponsors</p> <p>Financial report from ASTDD and AAPHD</p>
<p>Objective 5.1. By August 31, 2004, add a search engine to the ASTDD website, design relational databases, redesign the interface, establish a feedback loop to the webmaster, establish a members only area, and post committee reports and other resources on a timely basis.</p>	<p>By 10/15/03 ASTDD Executive Director works with Q-Industries Inc. to identify and prioritize enhancements, create timelines for implementation, and learn the content management system.</p> <p>By 1/15/04 ASTDD solicits feedback from states, territories, other organizations, and other website users on the new interface and other enhancements.</p> <p>Ongoing: ASTDD implements enhancements according to prioritized list and negotiated timelines.</p> <p>By 8/31/04 website users provide feedback to ASTDD on the website enhancements via an online feedback form.</p>	<p>Summary of feedback on ways to improve website</p> <p>Plan for website enhancements</p> <p>Website enhancements implemented within timelines</p> <p>Online feedback form and loop to webmaster created</p> <p>Bimonthly summary of website use and comments on feedback form</p>

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<p>Objective 5.2. By August 31, 2004, expand ASTDD Best Practices collection with at least ten (10) new practice descriptions that include regional, state, territorial or local programs, as well as three (3) new best practice approach reports, and develop strategies to promote best practice approaches and cultivate best practices.</p>	<p>By 10/1/03 ASTDD hires consultant to coordinate Best Practices project and confirms existing Best Practice Committee members continued participation.</p> <p>Best Practices Committee meets face to face once per year and holds teleconferences as needed.</p> <p>By 2/1/04 the Best Practices Committee refines and publicizes the process for soliciting, reviewing, and providing assistance to programs wishing to submit models for the best practices database.</p> <p>Ongoing: consultant and Best Practices Committee develop collaborative opportunities with partners and other ASTDD committees to identify, promote and cultivate best practices and integrate best practice messages into other projects and activities.</p> <p>Ongoing: add best practices submissions and approaches to the Best Practices website.</p> <p>By 8/31/04 consultant and Best Practices Committee establish a core set of indicators for surveillance of best practice approaches and gather feedback from states and territories on their use of the website and information.</p>	<p>Consultant agreement signed and committee members confirmed</p> <p>Committee meeting minutes</p> <p>Process posted for best practice submissions</p> <p>Quarterly reports of consultant activities and best practices submissions</p> <p>Feedback on states' and territories' use of website and information summarized</p>
<p>Objective 5.3. By July 15, 2004, create one-page fact sheets (templates) that can be tailored to each state, territory or community on two (2) specific topics for states and communities to use to communicate about oral health issues.</p>	<p>By 11/30/03 Executive Committee assesses via the listserv what template topics are most needed by states and territories.</p> <p>By 12/30/03 Executive Committee prioritizes list and identifies who will write the templates.</p> <p>Ongoing: identified experts will work with CDC specialists to write draft templates.</p> <p>By 5/15/04, experts will submit both templates to Executive Committee for review.</p> <p>By 6/30/04 experts will incorporate any revisions and submit final templates to ASTDD.</p>	<p>Prioritized list of template topics</p> <p>Plan for creating templates, listing responsibilities and timelines</p> <p>Templates approved by Executive Committee and posted on website</p> <p>Announcements about templates</p>

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	By 7/15/04, ASTDD webmaster will post the templates on the ASTDD website for easy downloading and adaptation and announce their availability on selected listservs.	