

WORK PLAN
Best Practices Committee:
September 1, 2017-August 31, 2018
Approved: July 2017

Status: P = in progress, C = completed, B = barrier, D = delayed (e.g., competing priorities)

Activity (from Logic Model)	Action Steps	Lead/Others Involved	Timeline (Start/End)	Evaluation Method (how, when)	Status	Date/Progress Report (Including result when completed, e.g., report produced)
Develop and Disseminate Best Practice Information	<ul style="list-style-type: none"> • Work with ASTDD committees to develop and update Best Practice Approach Reports (BPAR) • Collect examples of successful practices • Update or archive state activity submissions that are more than five years old • At least one Best Practices Committee(BPC) member will act as a liaison to ASTDD committees developing or updating a BPAR • Update BPAR and Submissions : <ol style="list-style-type: none"> 1) Access to Care: Workforce Development BPAR 2) State Oral Health Coalitions and Collaborative Partnerships BPAR 3) Use of Fluoride: School-based Fluoride Mouthrinse and Supplement Programs BPAR • Develop and disseminate a document that reviews the ASTDD principles and process for evidence-based practices 	BPC Consultant, BPC Chair, BPC Committee Members, ASTDD Committee Members (State Development and Enhancement Committee (SDEC) and Fluorides Committee)	9-1-2017 to 8-31-18	<ul style="list-style-type: none"> • ASTDD annual member survey • Number of hits on Best Practice (BP) website • State activity submissions (SAS) are updated or archived when they are more than five years old • Number of Descriptive Reports (DRs) submitted • Members use research and best practices criteria and documents to guide decisions about programs and policies and submit state practices and success stories 	P	

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	<ul style="list-style-type: none"> • Include and/or ask subject matter experts from other organizations participate on BPAR workgroups and BPAR reviews 			<ul style="list-style-type: none"> • Other organizations provide broader perspective to discussions and ways to leverage additional resources 		
Promotion and Use of Best Practices	<ul style="list-style-type: none"> • BPC communicates with state dental directors (SDDs) inviting/encouraging them to present best/promising practices at National Oral Health Conference (NOHC) or other conferences or via webinars and ASTDD coffee breaks • New BPARs are posted to ASTDD website • New state examples of successful practices collected and posted to ASTDD website • Use ASTDD Communication Plan for BPARs 	BPC Consultant, BPC Chair, BPC Committee Members, ASTDD Committee Members, SDDs/Program Managers, ASTDD evaluation consultant	9-1-17 to 8-31-18	<ul style="list-style-type: none"> • Number of presentations • Feedback on presentations • Completion/ submission of Best Practices tracking forms 	P	
Capacity Building for Developing and Implementing Best Practices	<ul style="list-style-type: none"> • Communicate with other ASTDD committees regularly regarding need to update and/or create new BPARs • BPC members volunteer to be liaisons to ASTDD committees working on BPARs • Build a technical support network such as, Dental Public Health Residency Programs • Provide scope of work document for primary authors • Review and update Best Practices tools based on input 	BPC Consultant, BPC Chair, BPC Committee Members, ASTDD Committee Members	9-1-17 to 8-31-18	<ul style="list-style-type: none"> • Number of hits on BP website • ASTDD annual member survey • State oral health programs use lessons learned and success stories to improve their own skills and programs 	P	

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	<p>from end- users</p> <ul style="list-style-type: none"> • Provide technical assistance to those developing/updating BPARs • Involve state oral health programs in using Best Practices criteria to review program activities and policies 	<p>BPC consultant, BPC chair, BPC committee, Dental Public Health Resources Committee</p>				
<p>Best Practices Tools, Resources</p>	<ul style="list-style-type: none"> • Create a more user- friendly interface for the Best Practices process and webpage 	<p>BPC consultant, BPC chair, BPC committee, input from others involved in the Best Practices process</p>	<p>9-1-17 to 8-31-18</p>	<ul style="list-style-type: none"> • Members find it easier to understand and use the Best Practices process and website and submissions increase • Evaluations from those working on Best Practices projects have positive feedback 		