

**WORK PLAN**  
**DATA AND SURVEILLANCE COMMITTEE**  
**September 1, 2021 to August 31, 2022**

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

<b>Activity (from Logic Model)</b>	<b>Action Steps</b>	<b>Lead/Others Involved</b>	<b>Timeline (Start/End)</b>	<b>Evaluation Method (how, when)</b>	<b>Status</b>	<b>Date/Progress Report</b>
OMB clearance for Synopses	Assist CDC with preparation of OMB package for Synopses questionnaire.	Kathy Phipps	8/22	OMB approval of Synopses.		BSS package has been approved Synopses package is in process
Develop tools and provide technical assistance to states to assist them in collecting and using oral health surveillance data	Update or include links to state oral health survey reports as they become available	Kathy Phipps Chris Wood Dean Perkins	Ongoing	ASTDD website includes links to state oral health survey reports		
	Review and update oral health surveillance resources developed by ASTDD	Kathy Phipps Mike Manz Data Committee	7/22	Updated resources posted on ASTDD website. Number of "hits" on posted resources.		Completed in July of each year
	Sampling and analysis webinar for state epidemiologists and analysts	Kathy Phipps Mike Manz Data Committee	8/22	Attendance and webinar evaluations		This activity is on-hold until COVID-19 is under control. Too many epis have been detailed to COVID-19.
	Respond to state requests for TA on oral health needs assessment/surveillance including use of the BSS. Proactively target states that have significant needs. Work with states to complete TA request form.	Kathy Phipps Mike Manz	Ongoing	Provide ongoing technical assistance. Annual evaluation of consultant TA.		
	Collect and submit state BSS data to CDC to upload to the oral health data website	Kathy Phipps	Quarterly	Updated state BSS data on CDC oral health data portal website.		
	Review NOHSS indicators and, if needed, suggest revisions to CSTE	Kathy Phipps Mike Manz Data Committee	12/21	If revisions are necessary, CSTE position statement		
	Review and provide input on National Oral Health Data Portal	Kathy Phipps Data Committee	Ongoing	NOHDP website		
Every 3 years, serve as the review and approval body for data collection tools for the State Synopses of Dental Public Health Programs	The 2021 synopses questionnaire was submitted to OMB. At this time, no changes can be made	Kathy Phipps Data Committee	NA	Number of "hits" on posted resource.		Once OMB approval has been obtained, this activity will occur every 3 years. No activity during this fiscal year.
	Webinar: How to complete the annual Synopses questionnaire.	Kathy Phipps	1/22	Webinar evaluation questions. Number of states who submitted the questionnaire on time. Number of states whose submitted questionnaires were complete.		

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	Collect annual Synopses data from states, write reports and submit data to CDC to post on Synopses website.	Kathy Phipps	1/21 to 6/22	Questionnaires collected, data analyzed, and reports written/submitted.		
	Post and promote the State Synopses reports (state comparison report and the aggregated report) on the ASTDD website and in ASTDD communication vehicles.	Kathy Phipps	6/22	Reports posted.		
Provide recommendations and/or support to other ASTDD Committees on data needs, collection and/or sources	Provide ongoing technical assistance to other ASTDD committees	Kathy Phipps Mike Manz	As needed	Committees incorporate comments/recommendations		
Serve on committees and make presentations to CDC and others, upon request	Presentations as requested	Kathy Phipps Mike Manz	As needed	Presentation evaluation questions		
Miscellaneous items	Include information about OH needs assessment and surveillance and state related activities in ASTDD communication vehicles, at the NOHC, and in other national and state public health and epidemiology communication vehicles and conferences	Kathy Phipps Mike Manz	Ongoing	Disseminated OH surveillance information		
	Update and maintain the Epi listserv for SOHP epidemiologists with bi-annual reminders that ask SOHP directors to report staff change and post questions/topics for discussion	Dean Perkins	Ongoing	EPI listserv with updated with SOHP epidemiologists' contact		
	Disseminate OH surveillance update/news using the ASTDD newsletter.	Kathy Phipps Mike Manz	Quarterly	Submit at least one article		
	Collect and share success stories from states on how they have developed their state surveillance systems or used their data for program and policy changes	Kathy Phipps Mike Manz	Ongoing			
	Provide queries, evaluation questions and reports to determine state needs for or use of data resources	Kathy Phipps	Ongoing	Surveys conducted and summarized		