

## ASTDD Peer Support Program Protocol

Activity	Responsible Party	Timeframe
Welcome memo	Executive Director	Upon notification of new state oral health program director in state/territory (S/TDD)
E-mail contact offering Peer Support Program and orientation to ASTDD website	Peer Support Program Coordinator	Within 1-2 weeks of welcome memo; make three attempts to schedule call
<p>Conference call with new director outlining the Peer Support Program</p> <ul style="list-style-type: none"> <li>➤ Provide link to Survey Monkey Peer Support Program Application</li> <li>➤ Provide Guidelines and Competencies Self-Assessment tools and other resources</li> <li>➤ Define ASTDD Committees--make referrals as appropriate</li> <li>➤ Discuss key resources               <ul style="list-style-type: none"> <li>○ Guidelines</li> <li>○ Infrastructure Report</li> <li>○ Competencies</li> <li>○ Committee Resources</li> <li>○ Web site</li> <li>○ Orientation Webinars</li> <li>○ National Oral Health Conference/ASTDD Annual Meeting</li> </ul> </li> <li>➤ Link with other resources (TA, Program Review)</li> </ul>	Peer Support Program Coordinator	Within 4 to 6 weeks
Assign/Match with Peer Support Program mentor	Peer Support Program Coordinator	Within 6 weeks
Develop technical assistance plan	New S/TDD/PM and Peer Support Program mentor	6-12 weeks
Contact Peer Support Program mentor to get date of first call	Peer Support Program Coordinator	1 month after sending materials
Carry out peer support activities	Peer Support Program mentor	6 weeks – 6 months
Check on status of peer support	Peer Support Program Coordinator	3 months
Send Survey Monkey link for six-month Peer Support Program evaluation to mentor and new S/TDD/PM	Peer Support Program Coordinator	6 months after date of initial call
Send Survey Monkey link to 1-year Peer Support Program evaluation to mentor and new S/TDD/PM	Peer Support Program Coordinator	1-year after date of initial call