**Wyoming Cancer Resource Services Project**

**Year One Workplan**

 **July 1, 2020 – June 30, 2021**

**Organization Name:** **Region Number:**

**Component 1 – Evidence-Based Interventions**

**OBJECTIVE #1.1: SCREENING AND EARLY DETECTION**

Implement at least one (1) evidence-based intervention (EBI) project related to breast, cervical, and colorectal cancer screening.

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| **Screening Topic: Breast Cancer Screening** |
| **Collaboration:** Selected interventions should focus on collaboration with health systems, employers, organizations, or other local partners. Efforts should be separate from work outlined in the Health System Implementation Plan. |
| **What will be Measured:** | Number of screening eventsNumber of completed screeningsNumber of barriers reduced  |
| **Expectation:** | At least one effort per county within region |
| **Outline, guidance, and required data:*** Increase community access to cancer screening
	+ Identify at least one collaboration to host a screening event that provides either clinical breast exams or mammograms.
* Reduce structural barriers.
	+ Identify at least one collaboration to reduce structural barriers such as extended or weekend office hours.
* Report to WCP:
	+ Number of screening events hosted
	+ Number of completed screenings by any other funding source other than WCP.
	+ Details of any barriers removed.
		- Example of details- Extended office hours:
			* What provider, what were the office hours and for how long?
			* Did the provider see an increase in screenings?
 |
| **Evaluation:** Identify areas that were successful vs unsuccessful. How can efforts be changed to improve the next project? What other barriers can be addressed that have not been addressed before? |

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| **Screening Topic: Cervical Cancer Screening** |
| **Collaboration:** Selected interventions should focus on collaboration with health systems , and organizations such as family planning or colleges. Efforts should be separate from work outlined in the Health System Implementation Plan. |
| **What will be Measured:** | Number of collaborationsNumber of completed screenings Number of barriers reduced |
| **Expectation:** | At least one effort per county within region |
| **Outline, guidance, and required data:*** Increase community demand or access to cancer screening
	+ Identify at least one collaboration to increase cervical cancer screenings such as client reminders, screening events, or incentives.
* Reduce structural barriers.
	+ Identify at least one collaboration to reduce structural barriers such as extended or weekend office hours.
* Report to WCP:
	+ Details of collaborations not included in any other section below.
	+ Number of completed screenings by any other funding source other than WCP.
	+ Details of any client reminders sent.
		- Baseline vaccine rates and increase in rates after reminders were sent.
	+ Details of any incentives used.
		- Example of details- Gift card drawing after series completion:
			* Amount of incentive, how many were given.
			* Rules or details of how the incentive was implemented (i.e. random drawing, ever completed series, etc.)
	+ Details of any barriers removed.
	+ Example of details- Extended office hours:
		- What provider, what were the office hours and for how long?
		- Did the provider see an increase in screenings?
	+ Any additional details you want to share about collaborations not included above.
 |
| **Evaluation:** Identify areas that were successful vs unsuccessful. How can efforts be changed to improve the next project? What other barriers can be addressed that have not been addressed before? |

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| **Screening Topic: Colorectal Cancer Screening** |
| **Collaboration:** Selected interventions should focus on collaboration with health systems, health plans, employers, organizations, or other local partners.  |
| **What will be Measured:** | Number of FIT Kit programs created |
| **Expectation:** | At least one sustainable FIT Kit program within region |
| **Outline, guidance, and required data:*** Increase community demand or access to cancer screening
	+ Identify at least one collaboration to increase colorectal cancer screenings such as with an employer or provider to create a sustainable FIT Kit program.
* Report to WCP:
	+ Number of FIT Kit programs created.
	+ How the partner plans to make the program sustainable.
	+ Any policies that were written or implemented outlining programs such as eligibility criteria.
	+ Any additional details or data you want to share not included above.
 |
| **Evaluation:** Identify areas that were successful vs unsuccessful. How can efforts be changed to improve the next project? How can you expand on the efforts in your region to create new ideas and partnerships? |

**OBJECTIVE #1.2: PREVENTION**

Implement at least one (1) evidence-based intervention (EBI) project related to skin cancer prevention. HPV Vaccination, and Radon education.

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| **Prevention Topic: Skin Cancer** |
| **Collaboration:** Selected interventions should focus on collaboration with schools, day care facilities, parks, pools, employers, or other local partners. |
| **What will be Measured:** | Number of policies createdNumber of sun protective items availableNumber of screening events  |
| **Expectation:** | At least one effort per county within regionAt least one written policy  |
| **Outline, guidance, and required data:*** Interventions to promote sun-protective behaviors within a community
	+ Identify at least one collaboration that will result in the creation of a policy that influences UV protective behaviors.
* Increase the availability of sun-protective items.
	+ Identify at least one collaboration that will result in the increase of availability of sun protective items such as sunscreen dispensers or shade.
* Increase community access to screenings
	+ Identify potential partners to promote free skin cancer screenings.
* Report to WCP:
	+ UV protective behavior policy.
		- Either a formal written policy or an outlined internal policy on how the partner will promote sun-protective behaviors.
	+ Number of sun-protective items available such as sunscreen dispensers or shade locations.
	+ Number of providers offering free screenings.
		- Details on screening events, and if possible the total number of people screened.
	+ Any additional details you want to share about collaborations not included above.
 |
| **Evaluation:** Identify areas that were successful vs unsuccessful. How can efforts be changed to improve the next project? How can you expand on the efforts in your region to create new ideas and partnerships? |

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| **Prevention Topic: HPV Vaccination** |
| **Collaboration:** Implement at least one (1) evidence-based intervention (EBI) project related to HPV vaccination. Selected interventions should focus on collaboration with health systems, public health nursing, schools, organizations, or other local partners. |
| **What will be Measured:** | Number of collaborations where HPV vaccines are givenNumber of barriers reducedIncrease in vaccination rates |
| **Expectation:** | At least one effort per county within region |
| **Outline, guidance, and required data:*** Increase community demand or access to vaccination services.
	+ Identify at least one collaboration to increase vaccination services. Efforts should identify the best approach for your region.
		- Examples of potential collaborations:
			* School based clinics.
			* Extended PHN office hours.
			* Back to school clinics or school physicals.
			* Health system implementation of client reminders
* Reduce structural barriers
	+ Waived vaccine administration fees for insured participants. Medicaid and WyRE eligible vaccines are not subject to administration fees.
* Report to WCP:
	+ Number of collaborations that increased vaccination services
	+ Number of vaccines given and series completed.
	+ Details of any client reminders sent.
		- Baseline vaccine rates and increase in rates after reminders were sent.
	+ Details of any incentives used.
		- Example of details- Gift card drawing after series completion:
			* Amount of incentive, how many were given.
			* Rules or details of how the incentive was implemented (i.e. random drawing, ever completed series, etc.)
	+ Details of any barriers removed.
		- Example of details- Extended office hours:
			* What provider, what were the office hours and for how long?
			* Did the provider see an increase in vaccine rates?
	+ Any additional details you want to share about collaborations not included above.
 |
| **Evaluation:** Identify areas that were successful vs unsuccessful. How can efforts be changed to improve the next project? How can you expand on the efforts in your region to create new ideas and partnerships? |

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| **Prevention Topic: Lung Cancer** |
| **Collaboration:** Implement at least one (1) project related to radon education. Selected projects should focus on educating local schools, real estate professionals, housing authorities, or other identified organizations. |
| **What will be Measured:** | Number of radon specific events |
| **Expectation:** | At least one effort per county within region |
| **Outline, guidance, and required data:*** Increase community knowledge of radon as a risk factor for lung cancer.
	+ Identify at least one opportunity to present radon specific information to the appropriate audience.
* Report to WCP:
	+ Details of radon specific events:
		- Location of radon specific information and activity type (event, advertisement, presentation etc.)
		- Cost of advertisement (if free estimate the cost)
		- Event prep and travel time
		- Event length and number of attendees
		- Cost of booth or other materials
	+ Any additional details you want to share about collaborations not included above.
 |
| **Evaluation:** Identify areas that were successful vs unsuccessful. How can efforts be changed to improve the next project? How can you expand on the efforts in your region to create new ideas and partnerships? |

**OBJECTIVE #1.3: QUALITY OF LIFE AND SURVIVORSHIP**

Implement at least one (1) project related to quality of life and survivorship.

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| **Survivorship Topic: Physical activity and nutrition** |
| **Collaboration:** Selected projects should focus on collaboration with cancer centers, health systems, support groups, organizations, and other local partners. |
| **What will be Measured:** | Number of collaborations to increase physical activity and nutrition activitiesNumber of services available to the community for survivors Number of HealthyU workshops held |
| **Expectation:** | At least one HealthyU workshop within region |
| **Outline, guidance, and required data:*** Identify at least one opportunity for collaboration to improve physical activity and nutrition in cancer survivors.
	+ WCRS will identify at least one partner to facilitate HealthyU workshops within the region.
		- Work with HealthyU to identify facilitators in your region or work with PHN office to identify partners to receive training.
		- Work with a partner to complete at least one HealthyU workshop where cancer survivors are encouraged to attend.
	+ WCRS (and partners if not already trained) will attend a 3-4 day HealthyU training provided by University of Wyoming (UW).
* Increase support services community wide for cancer survivors such as:
	+ Support groups
	+ Yoga
	+ Wigs and scarves
	+ Telehealth
	+ Cancer care plans
* Report to WCP:
	+ HealthyU workshop completion.
	+ Any survivor services offered to the community within the region.
	+ Any support you have provided to your region related to survivors.
	+ Any additional details you want to share about collaborations not included above.
* Report to UW:
	+ Information from HealthyU workshop:
		- Workshop attendees
		- Post-workshop facilitator report provided by UW.
		- Any other reporting requirements needed.
			* Information will be provided by UW during facilitator training.
 |
| **Evaluation:** HealthyU will provide templates for attendees to evaluate the workshop. Utilizing this information, make adjustments or modifications to future workshops.  |

**Component 2 – Communications and Media**

**OBJECTIVE 2.1 Media Campaigns**

Develop and implement evidence-based communications and media plan that includes all of the following topics: colorectal cancer, breast cancer, lung cancer, skin cancer, and cervical cancer or HPV vaccination.

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| **Collaboration:** Utilize various avenues to disseminate message |
| **What will be measured:** | Number of media campaigns |
| **Expectation:** | Utilize best route for dissemination within region |

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| **Outline, guidance, and required data:*** When creating a request for media campaigns, it is important to identify the purpose you are wanting to convey by doing the media. Are you wanting to create general knowledge and awareness or are you wanting to evoke action?
	+ Tailor each message with a specific purpose and for a specific audience.
	+ Utilize the appropriate messaging to fit the audience.
	+ Utilize the appropriate platform to reach the audience.
* Increase community knowledge of cancer prevention and screening information.
	+ All media needs to be approved through the WCP
	+ Utilizing the media request and approval form, send all requests to the Outreach and Media Coordinator.
* Report to WCP:
	+ After media campaign is complete, complete the reporting section of the media request form with following information:
		- Length of time media campaign was in circulation
		- Cost of media campaign (if free- estimate the cost)
		- Media campaign avenue (i.e. radio, newspaper, magazine)
		- How successful was the event?
 |
| **Evaluation:** Do you feel the message reached the intended audience? Did you see the result that you expected from the campaign? If the media campaign was geared toward an event, did you have the attendance you would have expected? Identify ways to improve media campaigns and reach for future events.  |

**Component 3 – Expand Partnerships and Resources**

**OBJECTIVE #3.1 Increase available resources and services**

Provide patient navigation for those seeking cancer screening or cancer treatment services by increasing the network of services available, and reducing structural barriers including transportation.

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| **Patient Navigation**  |
| **Collaboration:** Identify key regional, statewide, and national partners that provide various resources |
| **What will be measured:** | Number of completed screeningsNumber of resources provided |
| **Expectation:** | Completion of general demographic form with screening information |
| * Serve as a bridge between communities and health systems by providing patient navigation for those seeking cancer screening or cancer treatment services by reducing structural barriers.
* Gather general demographic information for the clients and have a system in place to follow up with clients to determine if screenings have been completed by those who are eligible.
* Provide additional resources such as:
	+ Transportation assistance to those in need
	+ Fecal Immunochemical Test (FIT) Kits
	+ Mammogram assistance such as Wyoming Breast Cancer Initiative Vouchers, or other funding sources
	+ Referrals to state-level cancer screening programs
* Report to WCP:
	+ Submit general demographic sheet with monthly tracking log. Include as much information as possible such as completed screenings and resources provided.
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| **Partnership Building**  |
| **Collaboration:** Identify key regional, statewide, and national partners who serve the target audience to build a network for project partnerships and resource sharing. Identify partners who have an interest in reducing the burden of cancer.  |
| **Expectation:** | At least one effort per county within region |
| * Add new and build current partnerships with providers and organizations within the region.
* Serve as a bridge between communities and health systems by providing patient navigation for those seeking cancer screening or cancer treatment services by reducing structural barriers.
* Seek out opportunities, information, and resources available within the region.
* Encourage involvement with the Wyoming Cancer Coalition and information sharing on cancer-related efforts.
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**Component 4 –Health System Partnership (CDC Specific Project)**

**OBJECTIVE #4.1: Health System Implementation Plan**

Implement a minimum of one (1) evidence-based intervention in collaboration with a health system that focuses on breast and cervical cancer screenings. If applicable, organizations are allowed and encouraged to implement interventions within their own health system.

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| **Collaboration:** Identify a health system within region that serves target demographic |
| **What will be Measured** | Increase in breast and cervical cancer screening rates within a health system |
| **Minimum Target** | One project with a health system |
| **Source of Data Used** | Health system screening rate data, i.e UDS, HEDIS, NQF, etc. |
| **Outline, guidance, and required data:*** Identify a health system to partner with.
	+ Work with WCP to identify a health system if needed.
* Have the health system complete the provider survey.
* Discuss the project with the health system to identify EBI together.
* Using the Health System Implementation Plan template, outline your plan and timeline.
	+ Submit to WCP for approval.
* Using the Health System Implementation Plan data spreadsheets, work with the health system to obtain baseline screening rate data (for new plans) and annual screening rate data (for existing plans). Submit data to WCP.
* Implement the project.
	+ Refer to submitted templates to ensure deliverables such as outlined process maps or office protocols are completed.
* Report efforts and progress on the monthly activity log document at least quarterly.
* After the project has been in implementation for one year, using the Health System Implementation Plan data spreadsheets, work with the health system to obtain annual screening rate data and submit it to WCP.
	+ Annual screening rate data must be submitted by July 15th of each year.
 |
| **Evaluation:** Evaluate efforts on a regular basis to determine if processes and systems are running smoothly or need adjusted. Work with the health system to determine if the project is successful or if adjustments need to be made. Review annual data to determine if screening rates have increased.  |