



Wyoming
**Comprehensive
Cancer Control
Program
Year 5
Evaluation Plan**



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Wyoming Cancer Program

Year 5 Evaluation Plan

Wyoming Comprehensive Cancer Control

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Introduction

The purpose of the Wyoming Comprehensive Cancer Control Program (WCCCP) evaluation is to determine the extent to which areas of the WCCCP workplan are executed successfully, are of strategic interest to program stakeholders, and to what extent partnership and program activities have contributed to both short-term and long-term goals of the program and the Wyoming Cancer Control Plan.

Evaluation Focus

The Evaluation Plan focuses on three areas of Comprehensive Cancer Control:

Program: The extent to which interventions outlined in the WCCCP workplan are executed and yielded intended results. This includes work completed by the Wyoming Cancer Resource Services contractors.

Plan: The quality and implementation of the Wyoming Cancer Control Plan.

Partnership: The quality, contributions, and impacts of the Wyoming Cancer Coalition (WYCC).

Program Evaluation

Background and Description

The Wyoming Cancer Program (WCP) is composed of the Wyoming Breast and Cervical Early Detection Program (WBCCEDP), Wyoming Colorectal Cancer Screening Program (WCSP), Wyoming Comprehensive Cancer Control Program (WCCCP), and Wyoming Radon Program (WRP).

The WCCCP component of the program facilitates the work of the WYCC and manages the Wyoming Cancer Resource Services Program contracts (WCRS). The program also provides technical assistance to the WCRS and WYCC. Technical assistance and trainings are vital to the work of WCRS and WYCC to ensure they have adequate knowledge and resources to successfully implement and evaluate activities and initiatives.

The program is staffed by the Program Director, and an Outreach and Education Coordinator who is funded 50% through the WBCCEDP and 50% through the WCCCP. Historically, the program has had frequent turnover in the Program Director position. Since 2014, four different individuals have been in the role. This turnover has greatly influenced the partnerships made by the program and the progress and momentum of initiatives. The current staff are focusing on building partnerships and developing collaborative, evidence-based initiatives to support the WCCCP workplan. This will include public health nursing, health systems, cancer centers, and non-profit partners.

The program will continue to implement projects that have been previously implemented such as the FIT Kit Program to increase colorectal cancer screening in the state, however, changes that will allow for better data collection and evaluation will be made. The program has not historically led implementation of evidence-based interventions, but would like to increase these activities in the next five years, in collaboration with partners.

The program has developed a Wyoming Cancer Advisory Board, comprised of key stakeholders with a vested interest in cancer control in Wyoming. This advisory board will meet biannually to discuss the

strategic direction and evaluation plans for the WCCSP, WBCCEDP, and the WCCCP. The program desires to have a comprehensive approach to evaluating Wyoming Department of Health cancer activities collectively to strengthen outcomes across all three programs. The program will consolidate the advisory board to encompass all three program components. This will reduce duplication of efforts and ensure the retention and engagement of key stakeholders. The key stakeholders (including titles) for the evaluation plan are listed below. Refer to Table 1 for details of engagement of stakeholders. The outcomes for the Advisory Board will be reported in year 4.

Stage of Development

The WCCCP had complete turnover in program staff with newest staff beginning in September 2019. The program is continually working to engage partners and develop a plan to implement additional evidence-based interventions for the continued five year period. The program just finalized the findings of the FIT Kit pilot project which resulted in changes to the State’s colorectal cancer screening program. The program expects to move to the closure stage of development in year five.

WCRS

The WCRS program was created through the Wyoming Cancer Control Act of 2007 – W.S. 35-25-203 Subsection (g) which called for the development of a county cancer resource coordinator pilot program. Three counties received funding in the first year of the pilot project. Two additional counties received funding in the second year. By the third year, the legislature appropriated funding to expand the project to five regions to provide services statewide. Additional funding has been utilized to support a WCRS contractor on the Wind River Indian Reservation. The WCRS program is funded through tobacco settlement funding.

The statute outlined the focus of the project’s work as follows:

- Public education relating to cancer prevention and awareness for all cancers
- Early detection of cancer including those cancers identified in the state cancer control plan and those that support Wyoming cancer screening programs (breast, cervical, and colorectal)
- Programs and public education that promote the reduction of risk factors to reduce cancer and other chronic diseases within the state
- Programs and public education that enhance treatment and quality of life for those impacted by cancer within the state

The WCRS workplans and quarterly reporting procedure has been modified to align with CDC priorities and the increased need for evidence-based approaches and data driven decision-making. The Request for Applications (RFA) has been revised considerably to encourage the implementation of evidence-based activities and data-driven target audiences. The work outlined in the RFA that will be implemented through the 2020-2022 workplan underwent significant changes in order to align activities with WCCCP and WBCCEDP activities.

Program Stakeholders

Evaluation Stakeholders	What stakeholders want to know
Wyoming Department of Health Leadership	<ul style="list-style-type: none"> ● Is the program accomplishing workplan goals? ● Are WCRS accomplishing workplan goals and contract deliverables?

	<ul style="list-style-type: none"> • Are Wyoming residents being supported by patient and resource navigation provided through the WCRS? • Are activities evidence-based?
Wyoming State Legislature	<ul style="list-style-type: none"> • Are the WCRS meeting goals outlined by the program? • What resources (human and financial) are the WCRS projects able to leverage to support WCCCP activities? • To what extent are the WCRS workplan activities implemented yielding intended awareness, education, and behavioral and/or health outcomes for the residents of Wyoming? • Have Wyoming residents with cancer been supported by WCRS? • Is the funding appropriated being managed responsibly with adequate oversight, data collection and evaluation to support continuation of the program?
Centers for Disease Control and Prevention, Division of Cancer Prevention and Control	<ul style="list-style-type: none"> • Is the WCCCP workplan being implemented? • Does the program's work align with CDC goals? • Is the funding being managed responsibly with adequate oversight, data collection and evaluation to support continuing support?
WYCC Steering Committee	<ul style="list-style-type: none"> • Is the program providing sufficient technical assistance? • Is the program providing appropriate resources and direction to the coalition? • Has there been an increase in member engagement? • Is work data driven?
WCRS Contract Staff and Fiscal Agents	<ul style="list-style-type: none"> • Is the program providing technical assistance? • Is the program communication with contractors effective? • Are there ways the program could improve the relationship with contractors? • Are the expectations of the WCRS clear?

Evaluation Stakeholders	How to Engage Stakeholders	When to Engage Stakeholders
Wyoming Department of Health Leadership	<ul style="list-style-type: none"> • In-person, via email 	<ul style="list-style-type: none"> • Annually
Wyoming State Legislature	<ul style="list-style-type: none"> • In-person meetings, via email 	<ul style="list-style-type: none"> • As requested

Centers for Disease Control and Prevention, Division of Cancer Prevention and Control	<ul style="list-style-type: none"> • In-person, via email, via phone • Technical Assistance Calls 	<ul style="list-style-type: none"> • Monthly
WYCC Steering Committee	<ul style="list-style-type: none"> • In-person • Via teleconference during steering committee meetings 	<ul style="list-style-type: none"> • Quarterly
WCRS Contract Staff and Fiscal Agents	<ul style="list-style-type: none"> • In-person during site visits • Via email, via phone • Technical Assistance Calls 	<ul style="list-style-type: none"> • Monthly

Program Evaluation Matrix

Focus	Evaluation Question	Indicators	Data Collection Sources	Data Collection Methods	Data Collection Timing
WCRS	<ul style="list-style-type: none"> • Are evidence-based activities being implemented? • Are WCRS activities reaching target populations? • Are referrals to screening programs increasing? • Are goals of the WCRS program being met? • Is quality data being collected? • Are county specific projects being implemented successfully? 	<ul style="list-style-type: none"> • WCRS Monthly Reports • Monthly review of screening referrals 	<ul style="list-style-type: none"> • WCRS Monthly Reports • Monthly review of screening referrals 	<ul style="list-style-type: none"> • WCRS Monthly Reports • Annual Site Visits 	<ul style="list-style-type: none"> • Quarterly • Annually
Partnerships/ Collaborations	<ul style="list-style-type: none"> • Who are the partners of the program? • Who has the program identified as potential partners? • What collaborations have resulted from these partnerships? 	<ul style="list-style-type: none"> • Project collaborators. • List of potential partners. • Successful initiative outcomes. 	<ul style="list-style-type: none"> • WYCC membership 	<ul style="list-style-type: none"> • Comparison of previous year's collaborative initiatives. 	<ul style="list-style-type: none"> • Annually
Technical Assistance	<ul style="list-style-type: none"> • How is the program providing technical assistance to WCRS? • What is the best way to deliver technical assistance to WCRS? • How is the program providing technical assistance to WYCC? 	<ul style="list-style-type: none"> • Number and type of technical assistance trainings completed. 	<ul style="list-style-type: none"> • Completion of trainings. • Surveys completed following trainings. • WCRS activities and Monthly Reports. 	<ul style="list-style-type: none"> • Survey • Feedback from WCRS • Future activities resulting from trainings. 	<ul style="list-style-type: none"> • Annually

	<ul style="list-style-type: none"> • Is technical assistance being provided to the Wind River Indian Reservation? 				
Program Implementation	<ul style="list-style-type: none"> • How is the program increasing the number of evidence-based interventions implemented? • What projects are being implemented? • Are programs targeting special populations being implemented? 	<ul style="list-style-type: none"> • Number of evidence-based initiatives successfully implemented. • Outcomes from each project. 	<ul style="list-style-type: none"> • Number of evidence-based initiatives successfully implemented. • Evaluation outcomes from each initiative. 	<ul style="list-style-type: none"> • Comparison of number of previously implemented initiatives. 	<ul style="list-style-type: none"> • Annually

Plan Evaluation

Background and Description

Wyoming’s Cancer Control Plan 2021–2025 (plan) is a strategic plan to reduce the cancer burden in Wyoming. It is designed to provide guidance to individuals and organizations spanning a wide range of health and social disciplines that can play a role in reducing the burden of cancer. All aspects of the cancer continuum are addressed. These aspects include prevention, early detection and screening, survivorship, childhood cancer, and coalition infrastructure. The updated plan builds on the hard work and collaborations that have made comprehensive cancer control a success in Wyoming.

The plan is implemented by stakeholders across the state including WYCC, WCRS, and the program. The evaluation plan is created to review the objectives and activities found within the plan. The plan should be reviewed to ensure that all activities are evidence-based, that a progress tracking system is in place, and that there is a plan, with timeline, to disseminate progress and reports to stakeholders.

Stage of Development

The Wyoming Cancer Control Plan is currently in the implementation stage.

Plan Stakeholders

Evaluation Stakeholders	What stakeholders want to know
WYCC Steering Committee	<ul style="list-style-type: none"> • Are we making progress on plan implementation? • What are we doing to increase awareness of the plan? • How are we evaluating implementation of the plan? • What should we prioritize based on progress?
WYCC Members	<ul style="list-style-type: none"> • Are we making progress on the plan? • What can we do to increase implementation?
Wyoming Department of Health Leadership	<ul style="list-style-type: none"> • Are we making progress on the plan?

Evaluation Stakeholders	How to Engage Stakeholders	When to Engage Stakeholders
WYCC Steering Committee	<ul style="list-style-type: none"> • In-person • Via teleconference during steering committee meetings 	<ul style="list-style-type: none"> • Quarterly
WYCC Members	<ul style="list-style-type: none"> • In-person meetings, via email 	<ul style="list-style-type: none"> • Biannual in-person meetings
Wyoming Department of Health Leadership	<ul style="list-style-type: none"> • In-person, via email 	<ul style="list-style-type: none"> • Minimum Annually

Plan Evaluation Matrix

Focus	Evaluation Question	Indicators	Data Collection Sources	Data Collection Methods	Data Collection Timing
Evidence-based activities	<ul style="list-style-type: none"> • Are all cancer plan activities evidence-based? • Can activities and objectives be adjusted to become evidence-based? • Are evidence-based interventions being implemented to address the plan? 	<ul style="list-style-type: none"> • Number of evidence-based activities within the plan. • Number of evidence-based activities implemented addressing the plan. 	<ul style="list-style-type: none"> • WYCC workgroup implementation • Implementation by Program. • WCRS implementation. • Community guide, RTIPs. 	<ul style="list-style-type: none"> • WYCC workgroup notes • WCRS Monthly Reports • Program evaluation and reporting. 	<ul style="list-style-type: none"> • Quarterly review with data collected as available.
Progress towards goals and objectives	<ul style="list-style-type: none"> • Are goals and objectives of the plan being met? • Are action steps being completed? • Are goals and objectives of the plan S.M.A.R.T.? 	<ul style="list-style-type: none"> • Number of action steps completed. • Data monitoring toward goals. 	<ul style="list-style-type: none"> • BRFSS • Cancer Surveillance 	<ul style="list-style-type: none"> • Requests for data and review of data as available from BRFSS and WCSP. 	<ul style="list-style-type: none"> • Annually for cancer surveillance data. • Bi-Annually for BRFSS screening questions.
Cancer Plan Implementation	<ul style="list-style-type: none"> • Who is implementing activities related to cancer plan activities? • How are cancer plan activities being tracked? 	<ul style="list-style-type: none"> • Partners that identify work being completed relating to the cancer plan. 	<ul style="list-style-type: none"> • WYCC workgroups, WYCC partnership survey. 	<ul style="list-style-type: none"> • Electronic Survey 	<ul style="list-style-type: none"> • Annually

Partnership Evaluation

The mission of the Wyoming Cancer Coalition (WYCC) is to develop and implement a collaborative and comprehensive approach to address cancer prevention, early detection, access to health care, diagnosis and treatment, and quality of life services to lessen the impact of cancer in Wyoming. It is through this mission that the burden of cancer in Wyoming is addressed.

Background and Description

The Wyoming Cancer Coalition is Wyoming’s comprehensive cancer control coalition established in 2004. The WYCC is composed of a diverse group of stakeholders with direction provided by the Steering Committee. The program facilitates the work of the coalition and supports the workgroups of the WYCC to implement the Wyoming Cancer Control Plan. The Wyoming Cancer Coalition is a group of cancer control leaders working together to promote and implement the Wyoming Cancer Plan by coordinating the efforts of organizations throughout the state. The coalition focuses on reducing cancer disparities, increasing awareness of the cancer burden in the state, and improving outcomes for cancer patients. WYCC members can be any of the following: policy makers, advocates, businesses, cancer survivors, healthcare providers, hospitals, insurers, nonprofit, and voluntary organizations, the public health community, state and local government, and others committed to cancer prevention and control.

The coalition is facilitated by the program with all meetings planned and led by program staff including workgroups, steering committee, and in-person meeting planning and organizing. There has been discussion about whether this is the best approach for the success of the coalition. Alternative structuring of the coalition, both in facilitation and leadership, should be explored.

Stage of Development

The WYCC is currently in the planning stage of development. The WYCC has returned to the planning stage following strategic planning to identify priorities, increase engagement, membership and of data-driven initiatives in order to create successful outcomes.

In Year 5, the WYCC must reconstruct bylaws, and recruit and develop a more diverse steering committee to increase leadership and accountability. The WYCC will focus on increasing active membership within the WYCC through recruitment around identified priorities and workgroup activities.

Partnership Stakeholders

Evaluation Stakeholders	What stakeholders want to know
WYCC Steering Committee	<ul style="list-style-type: none"> ● Is the mission and focus of organization understood? <p>Priorities</p> <ul style="list-style-type: none"> ● What are the priorities of the WYCC? ● How are the priorities chosen? ● How will the priorities be addressed? <p>Membership</p> <ul style="list-style-type: none"> ● Why are members involved? ● What gets members energized and engaged?

	<ul style="list-style-type: none"> • Why do/don't members participate in the workgroups? • How is member engagement being increased? <p>Roles and Responsibilities</p> <ul style="list-style-type: none"> • What are the roles and responsibilities of co-chairs, steering committee, and members of the WYCC? • What is the definition of an active member? <ul style="list-style-type: none"> ◦ What is the total number of active members? • Why do members join the coalition? • Who are members of the WYCC?
WYCC Membership	<ul style="list-style-type: none"> • Is the coalition accomplishing goals? • Is the coalition increasing active membership? • Is the coalition increasing the number of active members? • What are the major successes of the coalition? • What are the challenges of the coalition? • What factors are affecting (positively or negatively) partnership maintenance? • Is the membership numbers an appropriate gauge of engagement? • What are the roles of members?
Comprehensive Cancer Control Program/Wyoming Department of Health Leadership	<ul style="list-style-type: none"> • Is the coalition accomplishing goals? • Is the coalition following rules and regulations related to funding restrictions? • Is the Program satisfied with coalition effectiveness? • What factors are affecting (positively or negatively) partnership maintenance? • Is quality data being collected via the annual membership assessment? • Do WYCC priorities align with priorities of the cancer plan and comprehensive cancer control workplan? • What is the role of WCCCP staff?

Evaluation Stakeholders	How to Engage Stakeholders	When to Engage Stakeholders
WYCC membership and workgroups	<ul style="list-style-type: none"> • Request feedback through completion of partnership survey through electronic link • Focus groups, interviews with individuals, workgroup leaders, and workgroups 	<ul style="list-style-type: none"> • Annually
WYCC Steering Committee	<ul style="list-style-type: none"> • Request feedback through completion of partnership survey • Interviews • Review newly drafted bylaws • Annual strategic planning discussion 	<ul style="list-style-type: none"> • Quarterly
Comprehensive Cancer Control Program/Wyoming Department of Health Leadership	<ul style="list-style-type: none"> • Use survey results to identify area(s) of improvements in services and supports provided and then implement based on survey groups' input 	<ul style="list-style-type: none"> • Following completion of surveys and data collection(Fourth quarter)

Partnership Evaluation Matrix

Focus	Evaluation Question	Indicators	Data Collection Sources	Data Collection Methods	Data Collection Timing
Engagement	<ul style="list-style-type: none"> • Why are you involved? • How did you learn about the WYCC? • Does the work of the WYCC align with your day job? • Does the work of the WYCC align with personal passion? • Why do you/don't you participate in the workgroups? • What would increase your engagement? • Do you understand the purpose of the WYCC? • Do you see a role for yourself in the WYCC? • What is your time commitment to the WYCC? • Is communication with WYCC members effective? 	<ul style="list-style-type: none"> • Work participation numbers • Meeting participation numbers • Partnership survey results • Qualitative interview responses 	<ul style="list-style-type: none"> • WYCC Partnership Survey • Meeting attendance • Workgroup minutes 	<ul style="list-style-type: none"> • Electronic Survey • Phone Interviews • Review of minutes and meeting attendance 	<ul style="list-style-type: none"> • Annually
Mission	<ul style="list-style-type: none"> • What is the mission and focus of the organization • Is the coalition effective at accomplishing the goals of the coalition? 	<ul style="list-style-type: none"> • Initiatives implemented by coalition. • Knowledge of mission by WYCC members. 	<ul style="list-style-type: none"> • WYCC Partnership Survey • Interviews 	<ul style="list-style-type: none"> • Electronic Survey • Phone interview 	<ul style="list-style-type: none"> • Annually
Leadership	<ul style="list-style-type: none"> • Who is coalition leadership and what are their roles? • Is coalition leadership effective? • Do members understand the leadership structure of the coalition? • What is the role and responsibilities of leadership/steering committee? 	<ul style="list-style-type: none"> • Knowledge of leadership. • Effectiveness of current leadership. 	<ul style="list-style-type: none"> • WYCC Partnership Survey • Interviews • Bylaws revisions 	<ul style="list-style-type: none"> • Electronic Survey • Phone interviews • Bylaws review 	<ul style="list-style-type: none"> • Annually
Partnership	<ul style="list-style-type: none"> • Are new partnerships increasing implementation of the cancer plan? • Are sectors well represented within the coalition? 	<ul style="list-style-type: none"> • New partners in coalition • Types and sectors represented. • Partner contributions 	<ul style="list-style-type: none"> • WYCC Partnership Survey • Meeting minutes 	<ul style="list-style-type: none"> • Electronic Survey • Phone interviews 	<ul style="list-style-type: none"> • Annually

	<ul style="list-style-type: none"> • Are partners contributing to the work of the coalition? • Are workgroups developing projects with measurable outcomes? 	<ul style="list-style-type: none"> • Project outcomes 	<ul style="list-style-type: none"> • Workgroup interviews 		
Membership	<ul style="list-style-type: none"> • What is an active member? • Who are active members? • How much is active membership increasing? • How are new members being identified and recruited? • Is the role of WYCC members clear? 	<ul style="list-style-type: none"> • Number of new members • Number of active members • Number of active new members • Engagement of new members 	<ul style="list-style-type: none"> • WYCC Partnership Survey • Marketing and Membership Workgroup • Audit findings 	<ul style="list-style-type: none"> • Electronic Survey • Meeting Minutes • Membership Audit 	<ul style="list-style-type: none"> • Annually • Quarterly

Evaluation Findings and Report Dissemination Plan

An annual Evaluation Report will be developed in accordance with CDC guidance. The report will be distributed to stakeholders by program component or in entirety as desired by stakeholders. Workplan progress will also be submitted into AMP per grant requirements. Findings from the annual report will be utilized to tailor the evaluation plan for the following year, and be utilized to develop recommendations for the program, plan, and partnership moving forward for the rest of the project period.

Who will Evaluation Findings be shared with	How: Format and Channel	When: Time/Assurance by Responsible Party
CDC, Division of Cancer Prevention and Control and Program Project Officer	Submit Evaluation Report by uploading into AMP and share through electronic email; discuss any successes, barriers or items that require further clarification via phone.	Annually by the end of September (specific submission date guidance from CDC) - by Program Director.
Wyoming Department of Health Leadership	Submit Evaluation Report for review prior to submission to CDC. Will be shared with Senior Leadership as requested.	Annually by the end of September - by Program Director
Wyoming Cancer Coalition members and Steering Committee	Ongoing involvement in the planning and data collection process. Final report findings will be shared at annual meetings.	Annually at in-person Steering Committee and/or WYCC membership meeting - By Program Director and/or WYCC Steering Committee Leadership
Others interested in state cancer control activities.	Final report findings may be shared as requested.	Ongoing

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The Program Director will schedule a staff meeting to review evaluation findings to prioritize recommendations and further identify findings which should be shared with cancer control partners both internal and external.

Wyoming Comprehensive Cancer Control Program Logic Model

