

## Sample Project Workplan Theme Implementation Grant

**Project Goal Statement:** To cost effectively improve the oral health of low-income children who receive primary care in a community health center by piloting a model that integrates oral health promotion and prevention activities into the routine primary care of low-income children.

**OUTCOME #1:** Children receive accurate oral health assessment and oral health education from medical providers (family physicians/pediatricians, family practice residents, and nurse practitioners) at well-child visits.

### OUTCOME #1 WORKPLAN

Activity	Inputs	Time Frame	Responsible Person	Anticipated Outputs	Progress Reporting <i>(Complete for Progress Report Only)</i>
<i>CRFHC staff dentist in collaboration with faculty pediatrician develops curriculum</i>	<ul style="list-style-type: none"> <li>▪ staff dentist</li> <li>▪ pediatrician</li> </ul>	10/07 – 11/07	Thelma Jones	Curriculum developed	
<i>Dentist and pediatrician jointly provide two one-hour training sessions</i>	<ul style="list-style-type: none"> <li>▪ dentist</li> <li>▪ pediatrician</li> <li>▪ providers' time</li> </ul>	01/08 – 02/08	Joe Smith	2 training sessions held 15 people trained	
<i>Dentist provides one-on-one training to medical providers in the well-child setting</i>	<ul style="list-style-type: none"> <li>▪ dentist</li> <li>▪ providers' time for training</li> </ul>	03/08-02/09	Joe Smith	15 providers given one-on-one training	
Revise Graphical Encounter form to include oral health assessment, oral health education, topical fluoride application procedures	<ul style="list-style-type: none"> <li>▪ IT support person</li> <li>▪ pediatrician</li> </ul>	03/08	Thelma Jones	Graphical Encounter Form revised	
<i>Collate information from Graphical Encounter Form</i>	<ul style="list-style-type: none"> <li>▪ Thelma Jones</li> </ul>	03/08-06/09	Thelma Jones	Data collated monthly	

### OUTCOME #1 EVALUATION PLAN

Outcome #1: Outcome Indicator(s)	Data Collection Method and Timeframe	Evaluation Results <i>(Complete for Progress Report Only)</i>
<ul style="list-style-type: none"> <li>• 75% of children receive oral health assessment and oral health education from clinic medical providers at their well-child visits</li> <li>• 100% of clinic medical providers demonstrate accurate oral health assessment during well-child visits</li> </ul>	<ul style="list-style-type: none"> <li>• Encounter Form (ongoing after training)</li> <li>• Staff dentist will observe all medical providers during well-child visits using standard observation tool (one month and three months after training)</li> </ul>	

## Sample Project Workplan Theme Implementation Grant

**OUTCOME #2:** Children receive topical fluoride applications from medical providers at well-child visits.

### OUTCOME #2 WORKPLAN

Activity	Inputs	Time Frame	Responsible Person	Anticipated Outputs	Progress Reporting <i>(Complete for Progress Report Only)</i>
<i>Obtain topical fluoride and associated supplies.</i>	<ul style="list-style-type: none"> <li>▪ <i>Dental Clinic Coordinator</i></li> <li>▪ <i>money for supplies</i></li> </ul>	<i>11/07</i>	<i>Joe Smith</i>	<i>Supplies obtained</i>	
<i>Recruit and hire dental hygienist</i>	<ul style="list-style-type: none"> <li>▪ <i>Community Health Director</i></li> </ul>	<i>11/07</i>	<i>Joe Smith</i>	<i>Hygienist hired</i>	
<i>Dentist trains pediatrician and nurse practitioner(pilot clinical team) to apply topical fluoride</i>	<ul style="list-style-type: none"> <li>▪ <i>dentist</i></li> <li>▪ <i>pediatrician</i></li> <li>▪ <i>nurse practitioner</i></li> </ul>	<i>12/07</i>	<i>Joe Smith</i>	<i>Dentist and nurse practitioner trained</i>	
<i>Pilot clinical team provides topical fluoride applications during well-child visits</i>	<ul style="list-style-type: none"> <li>▪ <i>pilot clinical team</i></li> </ul>	<i>1/08-4/08</i>	<i>Joe Smith</i>	<i>30 children per week receive topical fluoride applications from pilot clinical team</i>	
<i>Hygienist coordinates evaluation of the project and works with pilot clinical team and pilot oversight team to identify any issues of pilot implementation</i>	<ul style="list-style-type: none"> <li>▪ <i>hygienist</i></li> <li>▪ <i>pilot clinical team</i></li> <li>▪ <i>pilot oversight team</i></li> </ul>	<i>1/08-4/08</i>	<i>Joe Smith</i>	<i>5 meetings held and evaluation data collected.</i>	
<i>Hygienist works with medical providers and pilot clinical team to improve implementation process</i>	<ul style="list-style-type: none"> <li>▪ <i>hygienist</i></li> <li>▪ <i>pilot clinical team</i></li> </ul>	<i>01/08-04/08</i>	<i>Joe Smith</i>	<i>Implementation process improved.</i>	
<i>Dentist trains additional clinical teams</i>	<ul style="list-style-type: none"> <li>▪ <i>hygienist</i></li> <li>▪ <i>pilot clinical teams</i></li> </ul>	<i>05/08-06/09</i>	<i>Joe Smith</i>	<i>3 clinical teams trained</i>	
<i>Hygienist provides on-going consultation and support to clinical teams</i>	<ul style="list-style-type: none"> <li>▪ <i>hygienist</i></li> </ul>	<i>05/08-06/09</i>	<i>Joe Smith</i>	<i>Support provided to clinical teams as needed</i>	

### OUTCOME #2 EVALUATION PLAN

Outcome #2: Outcome Indicator(s)	Data Collection Method and Timeframe	Evaluation Results <i>(Complete for Progress Report Only)</i>
<ul style="list-style-type: none"> <li>• # of children receiving topical fluoride applications</li> </ul>	<ul style="list-style-type: none"> <li>• Project Records</li> </ul>	

## Sample Project Workplan Theme Implementation Grant

**OUTCOME #3:** Children and parents are more knowledgeable about oral health and caring for their teeth.

### OUTCOME #3 WORKPLAN

Activity	Inputs	Time Frame	Responsible Person	Anticipated Outputs	Progress Reporting (Complete for Progress Report Only)
<i>Order toothbrushes, paste, and floss</i>	<ul style="list-style-type: none"> <li>▪ <i>money to purchase supplies</i></li> <li>▪ <i>Dental Clinic Coordinator</i></li> </ul>	<i>11/08 – 06/09</i>	<i>Thelma Jones</i>	<i>Supplies obtained (2,000 of each)</i>	
<i>Develop and print attractive copies of oral hygiene instructions</i>	<ul style="list-style-type: none"> <li>▪ <i>Program Secretary</i></li> <li>▪ <i>money for printing</i></li> </ul>	<i>12/07</i>	<i>Thelma Jones</i>	<i>1,000 copies printed</i>	
<i>Make up packets for distribution at well-child visits</i>	<ul style="list-style-type: none"> <li>▪ <i>hospital volunteers</i></li> </ul>	<i>01/08-06/09</i>	<i>Thelma Jones</i>	<i>1,000 packets made up</i>	
<i>Distribute packets to children/parents at well-child visits</i>	<ul style="list-style-type: none"> <li>▪ <i>receptionist</i></li> </ul>	<i>02/08-06/09</i>	<i>Thelma Jones</i>	<i>1,000 education packets distributed</i>	
<i>Develop and conduct telephone survey of parents</i>	<ul style="list-style-type: none"> <li>▪ <i>Thelma Jones</i></li> </ul>	<i>7/08 and 5/09</i>	<i>Thelma Jones</i>	<i>10% of parents surveyed</i>	

### OUTCOME #3 EVALUATION PLAN

Outcome #3: Outcome Indicator(s)	Data Collection Method and Timeframe	Evaluation Results (Complete for Progress Report Only)
<ul style="list-style-type: none"> <li>• 80% of parents who have received oral health assessment and education during well-child visits report that they know about good oral health practices</li> <li>• 80% of parents whose children have received oral health assessment and education during well-child visits report that their children's teeth are appropriately cared for (brushing, flossing, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• Phone interviews of random sample of 30 parents (annually)</li> <li>• Phone interviews of random sample of 30 parents (annually)</li> </ul>	

## Sample Project Workplan Theme Implementation Grant

**OUTCOME #4:** [Note: This is an example of a dissemination outcome] Knowledge about and interest in the medical-dental collaborative model increases.

### OUTCOME #4 WORKPLAN

Activity	Inputs	Time Frame	Responsible Person	Anticipated Outputs	Progress Reporting <i>(Complete for Progress Report Only)</i>
<i>Share data and discuss with hygienist, pilot clinical team, and pilot oversight team</i>	<ul style="list-style-type: none"> <li>▪ <i>Thelma Jones</i></li> <li>▪ <i>Hygienist</i></li> <li>▪ <i>Pilot clinical team</i></li> <li>▪ <i>Pilot oversight team</i></li> </ul>	<i>03/08-06/09</i>	<i>Thelma Jones</i>	<i>Needed improvements and next steps identified</i>	
<i>Develop and disseminate report on the model</i>	<ul style="list-style-type: none"> <li>▪ <i>Thelma Jones</i></li> <li>▪ <i>Community Health Director</i></li> </ul>	<i>04/09-05/09</i>	<i>Thelma Jones</i>	<i>Report written and disseminated to the Endowment, Endowment grantees, and other interested stakeholders</i>	
<i>Provide training on implementing the model to interested community health centers</i>	<ul style="list-style-type: none"> <li>▪ <i>Thelma Jones</i></li> <li>▪ <i>Community Health Director</i></li> </ul>	<i>02/09-06/09</i>	<i>Thelma Jones</i>	<i>2 trainings held</i>	

### OUTCOME #4 EVALUATION PLAN

Outcome #4: Outcome Indicator(s)	Data Collection Method and Timeframe	Evaluation Results <i>(Complete for Progress Report Only)</i>
<ul style="list-style-type: none"> <li>• At least 3 community health centers receive additional information or consultation to implement the model</li> </ul>	<ul style="list-style-type: none"> <li>• Project Records (ongoing)</li> </ul>	

## Sample Project Workplan Theme Implementation Grant

**OUTCOME #5:** [Note: This is an example of a sustainability outcome] Sustainability of the project is ensured.

### OUTCOME #5 WORKPLAN

Activity	Inputs	Time Frame	Responsible Person	Anticipated Outputs	Progress Reporting <i>(Complete for Progress Report Only)</i>
<i>Develop processes to bill Healthy Kids Gold and Healthy Kids Silver for topical fluoride application as allowable</i>	<i>Joe Smith</i>	<i>01/08</i>	<i>Joe Smith</i>	<i>Billing processes developed.</i>	
<i>Once pilot is complete, and if determined to be successful, work with local hospital to obtain commitment to provide topical fluoride application</i>	<i>Joe Smith</i>	<i>05/09</i>	<i>Joe Smith</i>	<i>Commitment obtained from local hospitals.</i>	
<i>Once pilot is complete, and if determined to be successful, work with health center dental clinic to obtain dentist's time for new ongoing provider education</i>	<i>Joe Smith</i>	<i>05/09</i>	<i>Joe Smith</i>	<i>Dentist's time obtained.</i>	

### OUTCOME #5 EVALUATION PLAN

Outcome #5: Outcome Indicator(s)	Data Collection Method and Timeframe	Evaluation Results <i>(Complete for Progress Report Only)</i>
<ul style="list-style-type: none"> <li>• Commitments made by various stakeholders (Healthy Kids, hospital, health center dental clinic):                             <ul style="list-style-type: none"> <li>○ Hospital for fluoride</li> <li>○ CHC for dentist's time</li> <li>○ Value and type of other in-kind or financial resources for project</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Project Records (ongoing)</li> </ul>	