

Appendix 1

PATCH Assessment and Tracking

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The PATCH Assessment and Tracking (PAT) tool serves as a checklist to aid program development and to track the progress made in undertaking the PATCH process. PAT is designed to serve a variety of functions. It can be used as a

- checklist for negotiating tasks to be done and timeframes.
- checklist for tracking progress and reporting completion of tasks.
- tool for planning the details of the PATCH process.

The goals of your program should determine which items to include. Some items may need to be altered or omitted when you are using them to address a preselected health problem or population. PAT should be used any time a phase in the PATCH process is undertaken. The section on phase IV, for example, should be used each time a different intervention activity is planned and implemented. Information generated is recorded on the Program Documentation, located in Appendix 3.

Phase I: Mobilizing the Community

1. ____ Define the PATCH community.
2. ____ Complete the Community Profile.
3. ____ Inform the groups and the community about PATCH.
4. ____ Gain the necessary community-level commitments.
5. ____ Organize the community group.
6. ____ Organize the steering committee.
7. ____ Agree on the responsibilities of PATCH participants and on how the resources will be coordinated.
8. ____ Conduct a community group meeting.
9. ____ Prepare for collecting data.
 - ____ Educate participants about data collection.
 - ____ Form working groups for
 - ____ Mortality and morbidity data
 - ____ Community opinion data
 - ____ Behavioral data
 - ____ Public relations
 - ____ Evaluation
 - ____ Other: _____

Phase II: Collecting and Organizing Data

1. Obtain community data.
 - Mortality and morbidity
 - Community opinion
 - Behavioral
 - Other: _____
2. Analyze community data.
 - Mortality and morbidity
 - Community opinion
 - Behavioral
 - Other: _____
3. Complete the program data forms in the Program Documentation (modify as necessary when the health priority is known).
 - Unique Health Events
 - Number of Deaths and Years of Potential Life Lost by Major Disease Categories
 - Number and Percentage of Deaths Due to Five Leading Causes of Death by Age Group
 - Mortality Rate for Leading Causes of Death by Race, Sex, and Age Group
 - Community Opinion Survey
4. Present data to the community group.
 - Mortality and morbidity
 - Community opinion
 - Other: _____
5. Share data with the community.

Phase III: Choosing Health Priorities

1. ____ Present data to community group.
 ____ Behavioral
 ____ Other requested data
2. ____ Complete program data form, Prevalence (%) of Health Risk Behaviors Among Adults, by Community, State, and Nation.
3. ____ Complete the Priority Health Problems form, and select one or more health priority.
4. ____ Select behavioral risk factors related to health priority.
5. ____ Select target groups.
6. ____ Determine existing community policies and programs that relate to the behavioral risk factor and target group.
 ____ Complete Existing Community Programs/Policies Matrix.
 ____ Complete Community Resource Inventory.
7. ____ Develop community objectives and complete the Community Program Objectives form.
8. ____ Develop behavioral objectives.
9. ____ Complete the Community Participants form.
10. ____ Inform community of the health priority and the intervention selected.

Phase IV: Developing a Comprehensive Intervention Plan

1. ____ Establish intervention working group.
2. ____ Involve the target group in planning.
3. ____ Determine factors contributing to risk behaviors.
4. ____ Determine a health promotion strategy that includes multiple strategies and settings.
5. ____ Develop written objectives for interventions.
6. ____ Develop interventions that target the entire community.
7. ____ Develop interventions that target subgroups and settings within the community.
8. ____ Complete components of the Checklist for Designing a Successful Intervention.
9. ____ Obtain support and volunteers from the community.
10. ____ Prepare a timetable for each activity and its evaluation.
11. ____ Prepare a master timetable for activities and evaluation.
12. ____ Recruit and train volunteers to help with activities.
13. ____ Publicize interventions.
14. ____ Conduct interventions.
15. ____ Complete the Intervention Plan.
16. ____ Complete the Intervention Activity Follow-Up.
17. ____ Present results of the intervention to
____ Planners and volunteers.
____ Community.
18. ____ Incorporate changes on the basis of results from the evaluation.

Phase V: Evaluating PATCH

1. ___ Complete the Evaluation Worksheet for each intervention activity.
2. ___ Ask persons and groups who have contributed to the program what information they would like in return.
3. ___ Determine criteria for success.
4. ___ Write evaluation questions.
5. ___ Select data sources.
6. ___ Collect process data.
 - ___ Collect program activity data
 - ___ Collect data from participants
 - ___ demographic
 - ___ knowledge
 - ___ attitude
 - ___ behavioral
 - ___ Analyze process data
 - ___ Adjust program as data indicate
7. ___ Collect impact data.
 - ___ Collect data on changes in
 - ___ knowledge
 - ___ attitudes
 - ___ behaviors
 - ___ risk factors
 - ___ morbidity
 - ___ mortality
 - ___ policies
 - ___ facilities and the environment
 - ___ methodology or administration of other health promotion agencies, programs, or plans
 - ___ Analyze impact data
 - ___ Adjust program as data indicate