

Planned Approach to Community Health

Meeting Guide

PATCH Meeting Guide

Contents

PATCH Meeting Guide: Overview

Using the PATCH meeting guide	MGO-1
Meeting reminders	MGO-2
Evaluating the community group meetings	MGO-3
Evaluating the content of the sessions	MGO-4
Evaluating the group process used	MGO-6
Evaluating skill levels and training needs	MGO-8

Meeting guide for phase I: mobilizing the community

Introduction to phase I meeting guide	MG1-1
Preparations for the community group meeting for phase I	MG1-2
Welcome, introductions, and meeting goals	MG1-3
Overview of PATCH	MG1-5
Gathering information	MG1-8
Mortality data	MG1-8
Morbidity data	MG1-9
Behavioral data	MG1-10
Opinion survey	MG1-12
Identifying interviewers	MG1-14
Interviewing techniques	MG1-15
Interviewing practice	MG1-17
Rallying the community	MG1-17
Forming working groups	MG1-18

Wrap-up	MG1-19
Closing and evaluation	MG1-20
Topics for discussion after community group meeting for phase I . .	MG1-20
Meeting guide for phase II: collecting and organizing data	
Introduction to phase II meeting guide	MG2-1
Preparations for the community group meeting for phase II	MG2-2
Welcome and announcements	MG2-3
Participant feedback (optional)	MG2-3
PATCH update and meeting goals	MG2-4
Mortality data	MG2-5
Morbidity data	MG2-8
Opinion data	MG2-9
Prioritizing health problems	MG2-12
Updates from working groups	MG2-13
Wrap-up and closure	MG2-13
Topics for discussion after the community group meeting for phase II . .	MG2-14
Meeting guide for phase III: choosing health priorities	
Introduction to phase III meeting guide	MG3-1
Preparations for the community group meeting for phase III	MG3-2
Welcome and announcements	MG3-3
PATCH update and meeting goals	MG3-3
Requested data	MG3-4
Behavioral data	MG3-5
Selecting the health problem to be addressed	MG3-6

Existing programs and policies	MG3-8
Final decision	MG3-10
Focusing on target groups	MG3-11
Setting goals and objectives	MG3-12
Updates from working groups	MG3-14
Wrap-up and closure	MG3-14
Topics for discussion after the community group meeting for phase III	MG3-15

Meeting guide for phase IV: developing a comprehensive intervention plan

Introduction to phase IV meeting guide	MG4-1
Preparations for the community group meeting for phase IV	MG4-2
Welcome and announcements	MG4-4
PATCH update and meeting goals	MG4-4
Designing a successful intervention	MG4-5
Selecting the target group	MG4-6
Determining contributing factors	MG4-7
Involving the target group	MG4-10
Intervention settings and strategies	MG4-11
Matrix of the existing community programs and policies	MG4-12
Community resource inventory	MG4-12
Checklist: tools for developing the intervention activity	MG4-13
Conducting effective interventions	MG4-13
Updates from working groups	MG4-15
Wrap-up and closure	MG4-15
Topics for discussion after the community group meeting for phase IV .	MG4-16

Meeting guide for phase V: evaluation PATCH

Introduction to phase V meeting guide	MG5-1
Preparations for the community group meeting for phase V	MG5-3
Welcome and announcements	MG5-4
PATCH update and meeting guides	MG5-4
Why evaluate?	MG5-5
Evaluating intervention activities	MG5-6
Deciding what to evaluate	MG5-9
Using the evaluation worksheet	MG5-11
Updates from working groups	MG5-13
Wrap-up and closure	MG5-13
Topics for discussion after the community group meeting for phase V .	MG5-14

The guides are not intended to be comprehensive but are suggestions based on experience in many PATCH communities. The text provided may reduce the amount of time you need to prepare for meetings and may help set the tone for the additional text or activities you develop to meet your needs and those of your community. Please feel free to adapt the materials to meet your needs and circumstances. Further, you may prefer to hold two or three shorter meetings for each phase; the guides include suggestions for shortening or varying each agenda.