



2012 Operational Plan

Progress Report: January 1, 2012 – December 31, 2012



“Asthma Control is the Goal!”

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Introduction

Asthma is one of the most common chronic diseases of children in the United States, the third leading cause of preventable hospitalizations, one of the leading causes of school absenteeism, and the leading work-related lung disease. In addition, asthma incurs high costs in terms of the costs of care, lost workdays and productivity, and lower quality of life for persons with asthma and their families. For these reasons, asthma is a public health priority in Florida.

The Florida Asthma Coalition (Coalition / FAC), established in 2009, works to improve asthma outcomes and reduce associated costs for Floridians. This document describes the coalition's progress – through work of the steering committee, workgroups and individual partners - on planned activities during calendar year 2012. Of the 68 activities defined, 59 were completed (87%), 4 were cancelled and 5 are pending and have been added to the 2013 Operational Plan.

About the Florida Asthma Coalition

The Coalition has a designated steering committee and six workgroups. Membership includes state and local governmental agencies, schools, clinicians, advocacy groups, individuals with asthma, parents of children with asthma and many non-government organizations. The vision, mission, goals and operation are described below.

Vision: Floridians with asthma will achieve optimal health and quality of life.

Mission: To reduce the overall burden of asthma, with a focus on minimizing the disproportionate impact of asthma in racial/ethnic and low-income populations, by promoting asthma awareness and disease prevention at the community level and expanding and improving the quality of asthma education, management, and services through system and policy changes.

Goals:

- Increase awareness and early detection of asthma.
- Increase the number of patients with asthma who have a dedicated asthma care-provider (either PCP within a medical home or asthma specialist) who provides consistent self-management planning and education.
- Reduce the number of deaths, hospitalizations, emergency department visits, school or work days missed, and limitations on activity due to asthma.
- Reduce asthma disparities among populations disproportionately affected by asthma.

Operations: The Coalition creates an operational plan each year to help clarify priorities and responsibilities, guide members in meeting calendar year objectives defined in the Florida Asthma Plan 2009-2014, and to monitor the overall impact and outcome of collaborative efforts. To develop the plan each workgroup and the steering committee holds a meeting to identify and agree on the projects and activities for the calendar year. Throughout the year, workgroup chairs facilitate meetings and ensure collaboration to complete the designated activities and projects. Progress is tracked in the status column throughout the year, and is shown on the following pages.

2012 “All Member” Meeting Dates

Each year the Coalition holds four “All Members” meetings, one of which is in person. The agenda for each meeting includes updates from workgroup chairs, updates from local coalitions, and updates from the Florida Asthma Program. The 2012 meeting dates are shown below.

<u>Date</u>	<u>Meeting Type</u>
January 12, 2012	Webinar - COMPLETE
April 12, 2012	Webinar - COMPLETE
August 2, 2012	In Person - COMPLETE
October 11, 2012	Webinar - COMPLETE

Glossary of Terms and Acronyms

AAFA: Asthma and Allergy Foundation of America

AHCA: Florida Agency for Health Care Administration

ALA: American Lung Association

ATP: Florida Department of Health Aquatic Toxins Program (investigates Florida red tide, cyanobacteria (blue green algae), and other toxic algae health impacts)

BRFSS: Behavioral Risk Factor Surveillance System

CDC: Centers for Disease Control and Prevention (part of the United States Department of Health and Human Services)

CHD: County Health Department (those specific to Florida)

CMS: Florida Department of Health Children’s Medical Services Program

DOH: Florida Department of Health

EPA: United States Environmental Protection Agency

EPR-3: Guidelines for Asthma Management

FAC: Florida Asthma Coalition

FCHS: Florida Child Health Survey

FLAPCP: Florida Department of Health Asthma Prevention and Control Program

FL CHARTS: Florida Department of Health Community Health Assessment Resource Tool Set

FL EPHT: Florida Department of Health Environmental Public Health Tracking Program

FL HHP: Florida Department of Health Healthy Homes Program

FL IAQP: Florida Department of Health Indoor Air Quality Program

IAQ: Indoor Air quality

NHLBI: National Heart, Lung, and Blood Institute

RT: Respiratory Therapists

Part 1: Policy and System Targets & Measures

Community Based Support for Asthma

A. TARGET: Schools obtain recognition for operating asthma management programs.

DESCRIPTION: Asthma Friendly School Awards will be used to recognize schools that meet the defined criteria, such as staff training, asthma action plans on file, maintaining a healthy environment, and coordination between parents, schools, and health care providers.

PERFORMANCE MEASURES:

1. Number of schools that earn recognition from the Florida Asthma Coalition. *Status: 0*
2. Number of parents, teachers, and staff that participate in Asthma 101. *Status: 535*
3. Number of students that complete the Open Airways for Schools Self-Management Education Program. *Status: 620*

B. TARGET: Childcare centers obtain recognition for operating asthma management programs.

DESCRIPTION: Asthma-Friendly Childcare Center Awards will be used to recognize centers that meet the defined criteria, which includes staff training, collecting an asthma action plan for each student with asthma, maintaining a healthy environment, and systems for communication between parents, centers, and health care providers).

PERFORMANCE MEASURES:

1. Number of childcare centers that earn recognition. *Status: 7*
2. Number of childcare center staff that complete the “Asthma-Friendly Childcare Center Training”. *Status: 537 Total (78 in person and 459 Online)*

C. TARGET: Asthma Awareness Month (State Plan Objective 3.4)

DESCRIPTION: This includes all reported efforts during asthma awareness month by coalition members.

PERFORMANCE MEASURE: Number of partners that participate in Asthma Awareness Month. *Status: Est. 10.*

Managed and Clinical Care for Asthma

D. TARGET: Established requirements and/or incentives (reimbursement) for providers and hospitals to comply with EPR-3 Guidelines (i.e. self-management education, case management, and home-based, multi trigger asthma interventions.)

PERFORMANCE MEASURES:

1. Number of managed care plans with requirements or incentives for self-management education, home-based multi-trigger interventions, medication compliance, and other components of the EPR-3 guidelines. *Status: Not yet known.*
2. Number of hospitals that obtain reimbursement for asthma related services. *Status: Not yet known.*

E. TARGET: Increased number of hospitals and clinics that obtain recognition, certification or accreditation for operating evidence-based asthma management programs.

PERFORMANCE MEASURE: Number of entities that earn recognition. *Status: Recognition process not yet in place.*

F. TARGET: Increased number of Certified Asthma Educators in Florida.

DESCRIPTION: Information about Certified Asthma Educators can be found on the following site: <http://naecb.com/>

PERFORMANCE MEASURE: Number of Certified Asthma Educators. *Status: 93*

Statewide Collaboration and Coordination

G. TARGET: Maintain the Florida Asthma Coalition

DESCRIPTION: Maintaining the coalition includes ongoing recruitment, meetings of the six workgroups, and implementation of this Annual Operational Plan.

- PERFORMANCE MEASURES:**
1. Number of active members. *Status: 112 (Approximately 70% of all 2012 members)*
 2. Number of new members. *Status: 60*

H. TARGET: Increase funding for asthma in Florida. (State plan objective 1.4)

PERFORMANCE MEASURE: Amount of funding. *Status: Not yet known.*

Asthma Surveillance

I. TARGET: Established systems that provide easy and timely access to priority asthma surveillance measures at the state and local level.

DESCRIPTION: This includes annual publication of at least two reports or fact sheets and the core asthma measure table.

PERFORMANCE MEASURES: 1. Asthma surveillance indicators posted. *Status: Complete*

2. Number of data requests fulfilled. *Status: 10*

3. Number of reported data uses. *Status: 25*

4. Number of surveillance reports distributed: *Status: 5*

Asthma Trigger Management

J. TARGET: Maintained or increased number of smoke free housing , school, and park policies.

PERFORMANCE MEASURE:

1. Number of multi-unit housing complexes adopt smoke-free policies. *Status: Not yet known.*

2. Number of counties with comprehensive tobacco free school policies. *Status: Not yet known.*

3. Number of smoke-free parks. *Status: Not yet known.*

K. TARGET: Maintained or enhanced policies that improve air quality.

PERFORMANCE MEASURE:

1. Number of schools with no idling policies. *Status: Not yet known.*

2. Increase the number of EPA Recognized Tools for Schools Indoor Air Quality (IAQ) Champions in Florida. *Status: Not yet known.*

Part 2: 2012 Operational Plan Workgroup Progress Reports

Overview: The Florida Asthma Coalition completed 86.7% (59/68) of the activities in the 2012 Operational Plan. In addition, 92 members met the criteria for “Active Participation”. Criteria are included as **Appendix A**.

STEERING COMMITTEE

STATE PLAN SECTION: STATE COLLABORATION & COORDINATION

2012 Steering Committee Meeting Dates: January 19, February 16, March 15, April 12, June 21, August 28,
Upcoming Meetings: September 27, October 25, November 15, December 27.

Projects / Activities	Target Complete Date	Partners Involved	Status as of December 31, 2012 9/10 = 90% complete
1. 2012 Operational Plan: Develop and distribute the plan.	1/10/12	a. FLAPCP b. Workgroups	Complete
2. 2012 Recruitment Plan: Develop and carry out a recruitment plan to increase participation in the FAC.	1/31/12	- Steering Committee	Complete
3. 2012 FAC Improvement Plan: Develop a plan based on evaluation findings and recommendations from 2011.	3/31/12	- Steering Committee	Complete
4. Elect the 2013 FAC Co-Chairs.	4/31/12	- Steering Committee	Complete
5. Facilitate 3 “All Members” webinars.	1/12/12 4/12/12 10/11/12	- Co-Chairs	Complete
6. Distribute the Florida Asthma E-News. - Include funding announcements, new resources, trainings, updates from local coalitions, etc.	12/31/11 2/28/12 5/31/12 8/31/12	- FLAPCP - Steering Committee	Pending – Seeking a volunteer to assist in maintaining this activity.
7. Monitor FAC Progress: a. Develop a “dashboard” to monitor progress. b. Discuss coalition progress and intervention implementation during monthly steering committee conference calls.	a. 2.28.12 b. Monthly	- FLAPCP - Steering Committee	Complete
8. 2012 Annual Florida Asthma Coalition Leadership and Planning Meeting: a. Establish a planning team b. Review 2011 evaluation findings c. Develop agenda and market the meeting d. Host the meeting e. Evaluate the meeting.	a. 2.28.12 b. 3.31.12 c. 4.30.12 d. 8/31/12 e. 9.30.12	- Steering Committee	Complete
9. 2012 FAC Operational Plan Progress Report. - Prepare final report showing the number of activities completed.	12/31/12	- FLAPCP and workgroups	Complete
10. Develop the 2013 Operational Plan. Use evaluation and progress assessment findings to develop the 2013 plan.	12/31/12	- Steering Committee - Workgroups	Complete

CLINICAL MANAGEMENT & PROFESSIONAL DEVELOPMENT WORKGROUP

STATE PLAN SECTIONS: *CLINICAL SERVICES, PREVENT DISPARITIES & SUPPORT PRIVATE SECTOR*

2012 Clinical Workgroup Meetings: January 19, February 10, March 9, April 13, July 13, August 2, December 18.

Projects / Activities	Target Complete Date	Partners Involved	Status as of December 31, 2012 7/11 = 63% Complete
1. Promote the Certified Asthma Educator (AE-C) credential: - Promote the credential within organizations and market web link: http://www.naecb.org/ - Host the Asthma Educator Institute, a training to support individuals who plan to take the Asthma Educator Certification exam.	1/31/12	- All Children's Hospital - ALA	Complete
2. Recruiting: Assess current workgroup membership and solicit additional members if necessary.	2/28/12	- Workgroup Chairs	Complete
3. Promote Professional Development Opportunities: Maintain a list of training opportunities for health care providers including pharmacists. Market to professional organizations, post links on local coalition websites, and other on-line sites visited by the target audience. Increase the number of individuals who complete the following: - AAFA's asthma management and education training on-line (Baseline = 389). - Asthma in the Primary Care Practice (NY)	2/28/12	- Workgroup Chairs - FLAPCP - FL DOH School Health Program - Local Asthma Coalitions	Complete
4. Promote Quality Improvement: Post & share resources for improving asthma management in the clinical setting.	2/28/12	- FLAPCP	Complete
5. Survey select FL Hospitals: Work with the Evaluation Workgroup to determine current asthma management practices in FL hospitals.	4/31/12	- FLAPCP	Complete
6. Promote Accreditation and Certification of Asthma Management Programs: Market opportunities for hospitals, clinics, and emergency medical service providers to obtain recognition for asthma management.	4/31/12	- Hospital and clinical partners	Complete
7. Increase the number of Community Asthma Educators: Identify additional clinicians that can assist in delivering asthma trainings to schools and childcare centers. Trainings will help these entities achieve recognition as an Asthma Friendly School or Childcare.	4/31/12	- Workgroup Chairs - Hospitals and clinics	Complete
8. Distribute the 2012 FL Asthma Care Resource Guide. Submit additional community resources to add to the guide.	6/30/12	- Clinical Workgroup	CANCELLED – Now being handled locally.
9. Reduce Medication Barriers: Develop a written plan to help clinics and hospitals address barriers related to medication.	6/30/12	- Clinical Workgroup	CANCELLED – Now being handled locally.
10. Plan Meeting with FL Medicaid: Discuss: - Opportunities to increase awareness of and promote compliance with the EPR-3 Guidelines - Medication access, a common preferred drug list, and strategies to support medication compliance - Reimbursement for and integration of asthma education / case management / home visiting to improve asthma outcomes and reduce costs - Increasing the number of Certified Asthma Educators	7/31/12	- Workgroup Chairs - FLAPCP	Pending- Moving to the 2013 Operational Plan.
11. Asthma Clinical Practice and Research Meeting: Establish planning team and host meeting.	12/31/12	- Clinical Workgroup	CANCELLED - Possibly moving to the 2013 Operational Plan.

SCHOOL BASED ASTHMA MANAGEMENT WORKGROUP

STATE PLAN SECTIONS: *PREVENTION THROUGH EDUCATION & PREVENT DISPARITIES*

2012 Education Workgroup Meetings: February 8, April 24, August 2, December 19.

Projects / Activities	Target Complete Date	Partners Involved	Status as of December 31, 2012 7/9 = 77.7% Complete
1. Recruiting: Assess current workgroup membership and solicit additional members if necessary.	1/31/12	- FLAPCP	Complete
2. Provide Asthma Training to School Nurses: Identify opportunities to educate school nurses and other health workers through the Asthma and Allergy Foundation of America's FREE Asthma Education and Management Training: http://www.myfloridaeh.com/medicine/Asthma/asthmaonlineonlinetraining.pdf		- FLAPCP - CHDs - DOH School Health Program - Local clinical partners	Complete
3. Asthma Awareness Month: Promote school participation in Asthma Awareness Month activities in May (via conference call and by e-mailing EPA materials to school health personnel).	4/15/12	- FLAPCP - CHDs - DOH School Health	Complete
4. Open Airways for Schools Evaluation Plan: Develop an Individual Evaluation Plan for Open Airways for Schools Program in partnership with the Evaluation Workgroup.	2/29/12	- FLAPCP	Complete
5. Asthma-Friendly School Recognition: a. Finalize Asthma-Friendly School criteria and resource guide. b. Promote through statewide meetings and organizations such as Florida School Nurse Association, the School Health Advisory Committees (SHACs), FI School Health Association, and FI Association of School Administrators. c. Support at least 6 schools in achieving the Asthma-Friendly School Recognition from the FAC.	a. 3/31/12 b. 4/31/12 c. 8/31/12	- FLAPCP	Pending- schools in progress
6. Open Airways for Schools Program: Facilitate to enable at least 400 children to complete the program.	8/31/12	- ALA	Complete
7. Asthma 101 Program: Facilitate to reach at least 400 parents, teachers, and school staff.	8/31/12	- ALA	Complete
8. School Health Nursing Guidelines: - Establish a team to update the Guidelines - Ensure update the Florida School Nursing Guidelines reflects the 2007 EPR-3 Guidelines from the NHLBI - Distribute to schools statewide.	12/31/12	- DOH School Health Program	Pending – guidelines in progress
9. Partner with Environmental Triggers Workgroup: - distribute educational opportunities about managing asthma triggers in schools - promote smoking cessation for students and staff - encourage school staff to sign up for Airnow.gov and have a plan for poor air quality days. - Increase the number of EPA recognized IAQ Champions.	8/31/12	- Environmental Workgroup - FLAPCP	Complete

CHILDCARE BASED ASTHMA MANAGEMENT WORKGROUP

STATE PLAN SECTIONS: PREVENTION THROUGH EDUCATION & PREVENT DISPARITIES

2012 Childcare Workgroup Meetings: January 26, March 1, August 2, December 20.

Projects / Activities	Target Complete Date	Partners Involved	Status as of December 31, 2012 5/5= 100%
1. Recruiting: - Assess current workgroup membership, and solicit additional members if necessary. - Identify a workgroup chair.	2/28/12	- FLAPCP - Workgroup members	Complete
2. Asthma Awareness Month: - Market Asthma Awareness Month (May) to Head Start Programs.	3/30/11	- FLAPCP - Head Start	Complete
3. Increase the Number of Childcare Center Asthma Trainers in Florida: - Work with local clinics and children's hospitals to identify nurses, RTs, or other medical professionals to provide in person training to parents and childcare center staff on asthma medication and medical management.	5/31/12	- Workgroup members - Clinical workgroup	Complete
4. Promote Asthma Training for Childcare Center Staff: - Market Asthma-Friendly Childcare Center on-line training via e-mail to Head Start and the FL Department of Children and Families. - Present the training at conferences, associations, community colleges, and faith-based organizations. - Add links to partner websites.	5/31/12	- Environmental Triggers Workgroup - FL DCF - Head Start	Complete
5. Market the Asthma-Friendly Childcare Recognition: - Work with local coalitions to develop local plans to promote the childcare center recognition opportunity in their communities and to help childcare centers meet criteria. - Present the recognition opportunity at conferences, associations, community colleges, and faith-based organizations. - Identify opportunities to incorporate asthma friendly activities into existing recognition programs such as the Gold Seal and Eco-Healthy Childcare Certifications.	5/31/12	- FLAPCP - Local asthma coalitions	Complete

ENVIRONMENTAL TRIGGERS MANAGEMENT WORKGROUP

STATE PLAN SECTIONS: ENVIRONMENTAL ANALYSIS, PREVENT DISPARITIES & ADDRESS OCCUPATIONAL ASTHMA

2012 Environmental Triggers Workgroup Meetings: January 5, March 8, August 2, December 11.

Projects / Activities	Target Complete Date	Partners Involved	Status as of December 31, 2012 11/12 = 91.6% Complete
1. Recruiting: Assess current workgroup membership, and solicit additional members if necessary.	2/3/12	- FLAPCP	Complete
2. Environmental Trigger Management Webinar: Host a webinar about trigger management in homes. (Arrange for web posting and include pre and post test for evaluation if possible)	8/31/12	- FL HHP	CANCELLED due to loss of funding for the Healthy Homes Program.
3. Healthy Homes Training: Provide one training to housing professionals, clinicians, home visitors etc.	8/31/12	- FL HHP - FL IAQP	Complete
4. School & Childcare Based Asthma Management: - Distribute information about asthma trigger management in schools. - Support childcare centers and schools in conducting environmental asthma trigger assessments by providing technical assistance.	8/31/12	- Education Workgroup - FLAPCP - FL HHP - FL IAQP	Complete
5. Funding Announcements: Announce the availability of funding opportunities for addressing air quality issues to partners via the FL Asthma E-News.	Quarterly	- FLAPCP - FL HHP	Complete
6. Asthma trigger home assessment tools: Market on FLAPCP website and connect to partner websites as applicable.	12/31/12	- FLAPCP	Complete
7. Smoking cessation: Promote in partnership with the School and Childcare Center Based Asthma Management Workgroups.	12/31/12	- FL Tobacco Program - ALA	Complete
8. Air Quality: Promote smart growth (mass transit and walkable communities) to improve air quality. Attend community events and distribute information in partnership with the School and Childcare Center Based Asthma Management Workgroups.	12/31/12	- FL Sierra Club - Sustainability Coordinators	Complete
9. AirNow.Gov: Promote and monitor the number of individuals that sign up in FL. (EPHT Facebook page, schools and daycare centers, hospitals etc.)	12/31/12	- FL EPHT - Bureau of Epi - ALA	Complete
10. Asthma Patient Education: Partner with the clinical workgroup to distribute information on asthma trigger management at home and AirNow.gov to patients at discharge.	12/31/12	- FL HHP - CHDs	Complete
11. Air Quality Data: Work with the Surveillance Workgroup to ensure data on air quality and asthma are incorporated into the surveillance plan and help ensure surveillance reports are distributed to audiences interested in air quality issues.	12/31/12	- FL EPHT - FAPCP - Surveillance Workgroup	Complete
12. Smoke free places: Promote smoke free multi-family housing, parks and schools.	12/31/12	- ALA - FL Tobacco Program	Complete

SURVEILLANCE WORKGROUP

STATE PLAN SECTION: *IMPROVED SURVEILLANCE*

2012 Surveillance Workgroup Meetings: February 15, May 16, August 2, November 14.

Projects / Activities	Target Complete Date	Partners Involved	Status as of December 31, 2012 13/14 = 92.8% Complete
1. Recruiting: Assess current workgroup membership, and solicit additional members if necessary.	1/31/2012	- Surveillance Workgroup	Complete
2. Surveillance System Improvement Plan: Develop a plan based on findings from 2011 surveillance evaluation.	02/29/2012	- FLAPCP - Surveillance Eval Workgroup	Complete
3. Data Distribution Plans: Develop distribution plans for each report listed in the 2012 FL Asthma Surveillance Plan.	04/30/2012	- FLAPCP - Surveillance Workgroup	Complete
4. Costs of Asthma in Florida: Prepare and distribute a detailed report.	05/01/2012	- FLAPCP - Surveillance Workgroup	Complete
5. Hospitalization Fact Sheet: Prepare and distribute a fact sheet on hospitalizations by county, age, gender and race/ethnicity.	08/31/2012	- FLAPCP - Surveillance Workgroup	Complete
6. Emergency Department Fact Sheet: Prepare and distribute a fact sheet on visits by county, age, gender and race/ethnicity.	08/31/2012	- FLAPCP - Surveillance Workgroup	Complete
7. Core Measure Table: Prepare and distribute a 2012 summary table showing all CDC required core measures and a minimum of four additional measures.	08/31/2012	- FLAPCP - Surveillance Workgroup	Complete
8. School Health Data: Partner with DOH School Health Services Program to communicate with schools the usefulness of school health service data on asthma.	8/31/2012	- FLAPCP - DOH School Health Services - DOH Chronic Disease	Complete
9. Pharmacy Data: Identify best practices and partners to pilot a project using pharmacy data to assess / monitor compliance with medication. (Partners may include Medicare/ Medicaid, pharmacies, or private insurers)	12/31/2012	- Surveillance Workgroup	Pending – Efforts will continue in 2013.
10. Repeat Hospitalizations: Identify best practices and partners to link and analyze the emergency department and hospitalization data to identify individuals with repeat visits and in need of support to improve asthma management.	12/31/2012	- Surveillance Workgroup	Complete
11. Increase Data Display: Continue to display FL asthma data on program and partner websites. (Post and maintain all reports on DOH website).	12/31/2012	- EPHT - FloridaCHARTS - MiamiMatters - Health Councils	Complete
12. Publications: Work on at least 1 asthma manuscript for peer review journal.	12/31/2012	- Surveillance Workgroup	Complete
13. Data Use Monitoring & Evaluation: Collect and share successful data uses & complete the other data collection and reporting tasks listed in the Surveillance Individual Evaluation Plan.	12/31/2012	- FLAPCP - Surveillance Evaluation Workgroup	Complete
14. 2013 Asthma Surveillance Analysis Plan: Assess and update as needed.	12/31/2012	- FLAPCP - Surveillance Workgroup	Complete

STRATEGIC EVALUATION WORKGROUP

STATE PLAN SECTION: ALL

2012 Evaluation Workgroup Meetings: February 13, March 27, July 3, August 2, October 30.

Projects / Activities	Target Complete Date	Partners Involved	Status as of December 31, 2012 7/7 = 100% Complete
1. Recruiting: Assess current workgroup membership and solicit additional members if necessary.	1/31/12	- FLAPCP - Evaluation Workgroup	Complete
2. Open Airways for Schools Evaluation: a. Complete Individual Evaluation Plan b. Monitor / carryout data collection. c. Prepare reports as defined in the evaluation plan and detail the number of children educated, knowledge gained, and other priority data points to submit with the FLAPCP end of year progress report.	a. 2/28/12 b. 4/23/12 c. 9/31/12	- FLAPCP - School Evaluation Subgroup	Complete
3. Florida Asthma Coalition Evaluation: a. Prepare 2011 Evaluation Report b. Prepare and distribute a 6 month progress report on the 2012 Operational Plan. c. Distribute the member survey and collect, analyze, and communicate findings during the August 2 Leadership and Planning Meeting. d. Conduct targeted interviews.	a. 2/28/12 b. 7/31/12 c. 8/31/12 d. 12/31/12	- FLAPCP - Steering committee	Complete
4. Surveillance Evaluation: a. Prepare 2011 Evaluation Report b. Track data requests and data uses. c. Conduct interviews d. Distribute the 2012 Data Product Survey.	a. 2/28/12 b. ongoing c. as needed d. 12/31/12	- FLAPCP - Surveillance Evaluation Workgroup	Complete
5. Hospital Practice Survey: Develop, distribute, collect, analyze, and report the findings of the hospital / emergency department survey about asthma management practices.	3/31/12	- FLAPCP	Complete
6. Childcare Center Training & Recognition Evaluation: a. Participant Survey: Conduct a survey of participants in the Asthma-Friendly Childcare Center Training to assess knowledge gain and behavior change. b. Prepare interim and end of grant year evaluation summary report. Detail the number of participants, pre and post test findings, findings of the childcare center training follow up survey, and number of centers that achieve recognition.	a. Ongoing b. 3/31/12 9/31/12	- FLAPCP	Complete
7. Strategic Evaluation Plan: Review with the Evaluation Workgroup and revise if necessary.	12/31/12	- FLAPCP	Complete

Appendix A

Florida Asthma Coalition Criteria for “Active Participation” Established: 1.31.12

1. *Provided Money, Staff, Time?
2. *Helped acquire new funds?
3. *Provide meeting space or supplies?
4. *Led goal or objective in state plan? (Serve as a workgroup chair)(Facilitate meetings)
5. *Implemented intervention or activities to accomplish state plan
6. *Member of workgroup that plans interventions or activities to accomplish state plan?
7. *Provided data for surveillance?
8. *Performed data analysis for surveillance?
9. *Provided data for evaluation?
10. *Performed data analysis for evaluation?
11. Helped to Communicate / Distributed Data
12. Recruited new members
13. Attempted to get outside support on a key issue (such as a policy or program)
14. Provided expertise
15. Promoted the coalition / Served as an ambassador to promote its vision and mission
16. Took meeting notes / minutes
17. *Contributed in other important way not listed

*Note: Items with a * were suggested by CDC Evaluation Technical Advisor Maureen Wilce*