

EHDI Follow Up Workgroup Action Plan

Goal: To increase access to genetic services for children identified through EHDI follow up.						
Strategy	Activities			Process Indicator	Outcome	Outcome Indicator
	Who	What	When			
Objective: Develop a toolkit based on a “best practices” continuum of follow-up services with clearly specified opportunities, including strategies and tools specific to the selected opportunity, for EHDI follow-up programs to implement to identify and refer children for to genetic services.						
Identify opportunities for identifying and referring children for genetic services	Shah	Draft continuum of follow up services	3/31/09	Continuum	Increase knowledge of opportunities for identifying and referring to genetic services children who are identified through UNHS or EHDI follow up	Increase number of referrals for genetic services
	Pope, Mullins	Draft list of partners and opportunities	3/31/09	List		
	Hiner	Disseminate drafts/working documents to workgroup	4/16/09	Email, posting		
	Workgroup	Review and provide input	4/16/09	Meeting notes		
		Revise based on meeting comments	4/24/09	Revised draft		
	Hiner	Distribute for final comments	4/24/09	Email		
	Workgroup	Review and comment	5/1/09	Emails		
	Workgroup	Receive comments, finalize draft	5/08/09	Final list		
Identify strategies to implement to increase referral for genetic services	Workgroup	Identify and select strategies to include in follow up continuum from workgroup strategy list and other sources	5/21/09	List of strategies	Improve access to tools and strategies for identifying and referring to genetic services children identified through UNHS or EHDI	Increase number of children with heritable conditions who are receiving genetic services
	TBN	Compile recommended strategies	5/28/09	Continuum with draft strategies included		
	Hiner	Distribute for final comment	6/4/09	Email, posting		
	Workgroup	Review and comment	6/11/09	Emails		
	TBN	Collect comments and finalize draft	6/18/09	Final continuum with strategies		
	Hiner	Distribute	6/18/09	Email, posting		
	Workgroup	“Approve” final continuum with strategies	6/18/09	Meeting notes		
Adapt tools for inclusion in the EHDI Follow-up Toolkit	Workgroup	Identify tools to facilitate implementation of strategies	6/18/09	Meeting notes		
	Workgroup	Select tools for adaptation	6/18/09	List		
	“leads”	Adapt, revise tools	6/26/09	Draft tools		
	Hiner	Disseminate recommended tools for review	6/26/09	Emails, posting		
	Workgroup	Review and comment	7/09/09	Emails		
	“leads”	Collect comments and finalize tools	7/10/09	Revised tools		
	Hiner	Disseminate for final comment	7/13/09	Emails, posting		
Workgroup	“Approve” tools	7/16/09	Meeting notes			

Goal: To increase access to genetic services for children identified through EHDI follow up.							
Strategy	Activities			Process Indicator	Outcome	Outcome Indicator	
	Who	What	When				
Format and finalize toolkit for marketing and distribution	TBN	Draft format(s) for publishing the toolkit	8/01/09	Draft kit			
	Hiner	Disseminate	8/01/08	Email, posting			
	Workgroup	Review and comment	8/08/09	Emails			
	TBN	Collect comments and finalize toolkit	8/15/09	Final toolkit			
	Hiner	Disseminate	8/16/09	Email, posting			
	Workgroup	“Approve” toolkit	8/20/09	Meeting notes			
	Workgroup	Identify strategies for marketing/dissemination		8/20/09	Meeting notes		
		Select marketing strategies for recommending to Region 4 Advisory Group and Partners		8/02/09	List		
	TBN	Draft marketing plan	8/09/09	Draft plan			
	Hiner	Disseminate draft marketing plan	8/09/09	Email, posting			
	Workgroup	Review and comment	8/16/09	Emails			
	TBN	Receive comments and finalize marketing plan	8/23/09	Final plan			
	Hiner	Disseminate final plan	8/23/09	Email, posting			
	Workgroup	“Approve” final marketing plan	9/17/09	Meeting notes			
Present final report and recommendation to Advisory Group	TBN	Prepare Report to Advisory Group request for approval	8/30/09	Draft report			
	Hiner	Disseminate Report and Request for Approval	8/30/09	Email, posting			
	Workgroup	Review and comment	9/7/09	Emails			
	TBN	Receive comments, finalize request for approval	9/14/09	Revised report			
	Hiner	Disseminate final report and request for approval	9/14/09	Email, posting			
	Workgroup	Approval final report and recommendation/request for approval	9/17/09	Meeting notes			
	Hoffman	Present Advisory Group request for approval	Fall 2009	Meeting notes			
	Hiner	Report Advisory group action to EHDI Follow up workgroup	Fall 2009	Email, posting			