

**Attachment 4A: PHS Block Grant Management Information System (BG-MIS) Work Plan Instrument**

**There are no changes to the information being collected.**

**Upon OMB approval, the OMB control information and the burden statement on the BG-MIS login screen will be updated as shown below:**

*(Note: the new expiration date is TBD)*

Form Approved  
OMB No. 0920-0106  
Exp. Date: XX-XX-XXXX

Public reporting burden for this collection of information is estimated to average 20 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collected information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road, NE, MS D-74, Atlanta, Georgia 30333: ATTN: PRA (0920-0106).

# PHHS Block Grant Management Information System (BG-MIS) Work Plan Instrument (currently approved)

## Login

PHHS Block Grant: Log In - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://ngdev.od.cdc.gov/BGMISProto/Administration/Login.aspx?ReturnUrl=/BGMISProto/Default.aspx> Go Links

**CDC** Department of Health and Human Services  
Centers for Disease Control and Prevention

**PHHS Block Grant Information System**

**Log In - Enter your user ID and password**

User ID

Password

**Log in Tips**  
Type the User ID and password assigned to you for this application.

- Passwords are case-sensitive.
- After three unsuccessful attempts of logging in, your account will be temporarily locked.
- For security reasons, a period of 4 hours of inactivity requires that you log in again.
- **CDC Users:** Type the ID and your CDC network password. This is the same user ID and password you use to log into the network each day.

**Public Reporting Burden Statement:**  
Public reporting burden to collect information is estimated to average 25 hours per response for the Work Plan and 30 hours per response for the Annual Progress Report, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collected information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road, NE, MS D-74, Atlanta, Georgia 30333: ATTN: PRA (0920-0106)

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Done Local intranet

# Main Screen – Access to all sections of the BG-MIS


Department of Health and Human Services  
Centers for Disease Control and Prevention

PHHS Block Grant Information System

**BGMIS**  
Home

Work  
Plans

Success  
Stories

Annual  
Reports

Compliance  
Reviews

[Help](#) | [Log Out](#)

## Welcome, Sally

The Block Grant Management Information System is a web-based system that enables grantees to create and submit work plans, annual reports, success stories to CDC and to view compliance review information.

<p><b>INFORMATION</b> <small>Answers to the most common questions we receive, including contact info</small></p> <p><b>NAVIGATION</b> <small>Detailed instructions for using the new BGMIS system</small></p> <p><b>ALLOCATIONS</b> <small>National allocation of funds by Healthy People 2010 health problem</small></p> <p><b>BULLETINS</b>  <a href="#">06-15-2007 Updates needed to Population information.pdf</a>  <a href="#">04-10-2007 Updates needed to Allocation Table.doc</a> </p>	<div style="display: flex; justify-content: space-around; font-weight: bold; font-size: small;"> <span>WORK PLAN</span> <span>SUCCESS STORIES</span> <span>ANNUAL REPORTS</span> <span>COMPLIANCE REVIEW</span> </div> <p style="font-size: x-small;">The work plan defines the Programs, Objectives and Activities that will be carried out using Preventive Health and Health Services Block Grant funds. The content is</p>	<p style="font-size: x-small;">Highlighted accomplishments of the PHHS Block Grant Programs.</p>	<p style="font-size: x-small;">The annual report captures progress towards reaching objectives and completing activities that were identified in the prior years work plan. Reports are due no later than February 1st.</p>	<p style="font-size: x-small;">Compliance reviews are complete in accordance with PHHS Block Grant Legislative mandate.</p>
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## Section 1: Work Plan and Work Plan Review


### Main



Department of Health and Human Services  
Centers for Disease Control and Prevention

**PHHS Block Grant Work Plan**  
Help | [Log Out](#)

[BGMS Home](#)   [Work Plan Main](#)   [Work Plan List](#)   [Work Plan AZ 2007-2008 Y0](#)



The **work plan** defines the Programs, Objectives and Activities that will be carried out using Preventive Health and Health Services Block Grant funds.

**In this section you will:**

- Select a work plan from the [work plan list](#).
- Complete the –  
Cover Page,  
Statutory Information,  
Budget and,  
Program  
sections of the work plan.
- Read work plan reviews.

**Before you begin:**

- Review guidance for the –  
[Page Limits](#),  
[Cover Page](#),  
[Statutory Information](#),  
[Budget and](#),  
[Program](#)  
sections as they relate to the  
PHHS Block Grant work plan.
- [Review and print entire guidance document](#).

## Select a Work Plan from Work Plan List

The screenshot shows the CDC Department of Health and Human Services website. The main header includes the CDC logo and the text "Department of Health and Human Services" and "Centers for Disease Control and Prevention". The page title is "PHHS Block Grant Work Plan" with a "Help | Log Out" link. Below the header are four navigation buttons: "BGMIS Home", "Work Plan Main", "Work Plan List" (highlighted in red), and "Work Plan AZ 2007-2008 Y0".

The "Select Work Plan" section contains the instruction "Select the Work Plan that you want work with from the list below." and a filter section with dropdown menus for "State" (set to "Arizona"), "Year" (set to "All"), and "Status" (set to "Grantee View"), followed by a "Go" button.

	Created	State	FY	Version	Revision	PHHSBG \$	Submitted	Reviewed	Status
<input checked="" type="checkbox"/>	06/11/2007	AZ	2007-2008	0	0	\$0			In Progress
<input type="checkbox"/>	02/27/2007	AZ	2005-2006	0	0	\$0			In Progress

At the bottom of the table area are "OK" and "Cancel" buttons. The footer contains a navigation menu with links for "Home", "Policies and Regulations", "Disclaimer", "e-Government", "FOIA", and "Contact Us". A "Trusted sites" icon is visible in the bottom right corner.

# (Work Plan) Main Screen --- Overview of Work Plan Elements

Department of Health and Human Services  
Centers for Disease Control and Prevention

AZ - PHHS Block Grant Work Plan  
[Help](#) | [Log Out](#)

BGMIS Home
Work Plan Main
Work Plan List
Work Plan AZ 2006-2007 V1

LEGEND: ○ NOT ENTERED ○ INCOMPLETE ○ COMPLETE


**Select an item below**

- Arizona FY2006-2007 version 1 revision 0
  - Cover Page
  - Statutory Information
  - Budget
  - PROGRAMS
    - Data Collection and Desemination
    - Falls and Injury Prevention Initiative for Older
    - Oral Health
    - Physical Activity Promotion for Adults
    - Rape prevention and Education
    - Skin Cancer Prevention

**Arizona FY2006-2007 version 1 revision 0 - Status: Approved**

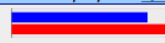
**WORKPLAN SUMMARY**

**FUNDING BY HEALTH PROGRAM AREAS**



CATEGORY	AMOUNT
Chronic Diseases	\$904,943
Infrastructure	\$64,723
Sex Offense	\$125,693
<b>TOTAL</b>	<b>\$1,095,359</b>

Page Count as of 01/16/2008 [update](#)

	Recommended pages	Actual pages
	75	85

**REVIEW STATUS** [click for more details](#)

Page Limit	Cover Page	Statutory Information	Budget	Programs
<span style="color: green;">✔</span>	<span style="color: green;">✔</span>	<span style="color: red;">! </span>	<span style="color: green;">✔</span>	<span style="color: red;">! </span>

▶ **Click links below to perform other tasks.**

[print this work plan and view page count](#)

[verify this work plan](#)

[select a different work plan](#)

[create a new work plan](#)

http://ngdev.od.cdc.gov/BGMIS/MIS/WorkPlan.aspx?Mode=List
Local intranet 100%

(Work Plan) Navigate Work Plan/View and Enter Data  
(Work Plan) Cover Page

PHHS Block Grant: Work Plan Tree - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address http://ngdev.od.cdc.gov/BGMISProto/BGMIS/WorkPlanTree.aspx

**CDC** Department of Health and Human Services  
Centers for Disease Control and Prevention

**PHHS Block Grant Information System** Help | Log Out

BGMIS Home Work Plan Main Work Plan List Work Plan AZ 2007-2008 V0

LEGEND: NOT ENTERED INCOMPLETE COMPLETE

Select an item below

- Arizona FY2007-2008 version 0 revision 0
  - Cover Page
  - Statutory Information
  - Budget
  - PROGRAMS
    - Skin Cancer Protection
      - Program Title and Strategy
      - FTEs
      - 3-8 Melanoma cancer deaths
        - State Health Objective
        - State Health Problem
        - Evidence Based Guidelines
        - Block Grant Role and Funds
      - 3. Inform and Educate
        - Increase Sun Safety Awareness in
          - Publish Newsletters, Place Artb

Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Cover Page

Click the edit buttons to enter information.

Cover Page

Administrative Information	
Application Title:	Arizona PHHS Block Grant 2007 Plan
DUNS #:	123456789
Governor:	Janet Napolitano
State Health Officer:	Susan Gerard
Block Grant Coordinator:	Name: Carol Vack Address: 150 North 18th Avenue Suite 300 Phoenix AZ 85007-3228 Phone: 602-364-2401 Fax: 602-542-6756 Email: vackc@azdhs.gov

Executive Summary

This is Arizona's application for the Preventive Health and Health Services Block Grant (PHHSBG) for...

## (Work Plan) Cover Page Administrative Information

Address Go Links »

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Cover Page

**Edit Cover Page**

**Application Title:**

**DUNS #:**

**Governor**

First name:

Last name:

**State Health Officer**

First name:

Last name:

**Block Grant Coordinator**

First name:

Last name:

Address 1:

Address 2:

City:

State:

Zip:  -

Phone:    ext:

Fax:    ext:

Email:

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Done



**(Work Plan) Cover Page Executive Summary & Priority Check List**

**CDC** Department of Health and Human Services  
Centers for Disease Control and Prevention

**PHHS Block Grant Information System**  
Help | [Log Out](#)

**Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress**

[Cover Page](#)

**Edit Executive Summary Page**

Enter the executive summary below:

This is Arizona's application for the Preventive Health and Health Services Block Grant (PHHSBG) for Federal Fiscal Year 2007 (October 2007-September 2008). The federal government administers PHHSBG funds in accordance with the Public Health Service Act, Sections 1901-1907, as amended in October 1992 and SEC. 1910A as amended October 1996.

The Preventive Health and Health Services Block Grant is a valuable source of funding that allows States to address their own unique public health challenges.

As established by the Public Health Services Act, Section 1905(d), the Advisory Committee makes recommendations regarding the development and implementation of the State Plan/Application. The Advisory Committee recommends PHHSBG funding of prevention programs committed to reducing the burden of the leading causes of death and disability by emphasizing effective prevention strategies.

Funding Assumptions

The 2007 application is based on the assumption that the funding level will be \$1,179,532. Any program funding changes will be consistent with the policies established by the State Preventive Health and Health Services Block Grant Advisory Committee and in full compliance

Done Trusted sites

**Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress**

[Cover Page](#)

**Edit Executive Summary Page**

Select a 1 for the item that is the primary rationale for how Block Grant funds are prioritized, a 2 for the item that represents the second highest rationale, and a 3 for the third. If none apply, check Other and enter information that describes why Other was selected. [Click for legislative reference.](#)

1	Based on state strategic planning process. Plan year: 2007
2	Based on data trends from national, state, and local data collection systems.
3	Based on a health need that was established by data trends but it is under or unfunded.
N/A	Other (For example a disaster or outbreak of infectious disease ).
explain other: <input type="text"/>	

Attach a document that describes the composition of the advisory committee members and their affiliation:

Enter Percent of Time the Block Grant Coordinator spends on the Grant:  % of total time

## Work Plan Statutory Information

PHHS Block Grant: Work Plan Tree - Microsoft Internet Explorer

Address: <http://ngdev.od.cdc.gov/BGMISProto/BGMIS/WorkPlanTree.aspx>

### PHHS Block Grant Information System

Help | [Log Out](#)

BGMIS Home    Work Plan Main    Work Plan List    Work Plan AZ 2007-2008 V0

LEGEND: ● NOT ENTERED    ● INCOMPLETE    ● COMPLETE

Select an item below

- Arizona FY2007-2008 version 0 revision 0
  - Cover Page
  - Statutory Information**
  - Mandatory Meetings/Hearings
  - Certifications and Assurances
- Budget
- PROGRAMS
  - Skin Cancer Protection
    - Program Title and Strategy
    - FTEs
    - 3-8 Melanoma cancer deaths
      - State Health Objective
      - State Health Problem
      - Evidence Based Guidelines
      - Block Grant Role and Funds
    - 3. Inform and Educate
      - Increase Sun Safety Awareness in
        - Publish Newsletters, Place Arb

**Arizona FY2007-2008 version 0 revision 0 - Status: In Progress**

Statutory Information

Click the edit buttons to enter information.

#### Overview

The Statutory Information section of the Block Grant Application is mandatory. It identifies the dates that the Public Hearing and Advisory Committee meetings were held. It also indicates to CDC whether or not hard copies of the Certification Form and the Certification and Assurances Form signed by the Chief Executive Officer were sent to CDC. See 3. Discussion for further clarification.

There are two sections in this part of the work plan; you can go directly to the respective sections below, or click on the node in the tree to see detailed information.

<b>Mandatory Meetings and Hearings</b>	<a href="#">Edit</a>
<b>Certifications and Assurances</b>	<a href="#">Edit</a>

Done Trusted sites

## (Work Plan) Statutory Information – Enter Advisory Committee Meeting Dates & Public Hearing Dates

PPHS Block Grant: Add Advisory Committee Meeting - Microsoft Internet Explorer

Address: <http://ngdev.od.cdc.gov/BGMISProto/BGMIS/StatutoryInfo.aspx?Mode=AddAdvisory>

Department of Health and Human Services  
Centers for Disease Control and Prevention

PPHS Block Grant Information System  
Help | Log Out

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Statutory Information

**Add Advisory Committee Meeting**

Meeting Date:  /  /  (MM/DD/YYYY)

Minutes File:  Browse... File size cannot exceed 5 MB

OK Cancel

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Statutory Information

### Add Public Hearing

Meeting Date:  /  /  (MM/DD/YYYY) e)

Minutes File:  Browse... File size cannot exceed 5 MB

OK Cancel

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and Human Services

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Trusted sites

## (Work Plan) Statutory Information – Certifications & Assurances

### Add Certifications

The screenshot shows a web application interface for managing statutory information. On the left is a tree view of the document structure. The main content area is titled "Arizona FY2007-2008 version 0 revision 0 - Status: In Progress" and contains two sections for adding forms.

**Arizona FY2007-2008 version 0 revision 0 - Status: In Progress**  
Statutory Information >> Certifications and Assurances

**Certifications**

The original hard copy [Certifications](#) form must be sent to CDC annually with the signature of the authorizing agent. Send the signed form to the attention of your Procurement and Grants Specialist at this [address](#).

Attach a copy of the form below.

**Certifications and Assurances**

The original hard copy [Certifications and Assurances](#) form must be signed by your governor and sent to CDC annually to the attention of your CDC Procurement and Grants Specialist at this [address](#).

Attach a copy of the form below.

Navigation links: [Home](#) | [Policies and Regulations](#) | [Disclaimer](#) | [e-Government](#) | [FOIA](#) | [Contact Us](#)

System status: Done | Trusted sites



# Work Plan Budget

PHHS Block Grant: Work Plan Tree - Microsoft Internet Explorer

Address: http://ngdev.od.cdc.gov/BGMISProto/BGMIS/WorkPlanTree.aspx

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Centers for Disease Control and Prevention

PHHS Block Grant Information System  
Help | Log Out

LEGEND: NOT ENTERED INCOMPLETE COMPLETE

Select an item below

- Arizona FY2007-2008 version 0 revision 0
  - Cover Page
  - Statutory Information
  - Budget**
  - PROGRAMS
    - Skin Cancer Protection
      - Program Title and Strategy
      - FTEs
      - 3-8 Melanoma cancer deaths
        - State Health Objective
        - State Health Problem
        - Evidence Based Guidelines
        - Block Grant Role and Funds
      - 3. Inform and Educate
        - Increase Sun Safety Awareness in
          - Publish Newsletters, Place Arti

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Budget

Click the edit buttons to enter information.

Budget Amounts and Direct Assistance

Budget Amounts

1. Annual basic award	\$1,184,313
2. Annual basic administrative cost	(\$88,954)
3. Direct assistance <input type="button" value="Edit"/>	(\$106,000)

Name	CDC Center	Amount
Mary Rodgers	CCHP	\$106,000

4. Transfer to other block grant	\$0
5. Annual basic available to health objectives	\$989,359
6. Sex offense award	\$125,639
7. Sex offense administrative cost	\$0
8. Sex offense available to HO 15-35	\$125,639
9. Total award amount (1 + 6)	\$1,309,952

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Budget

**Edit budget amounts**

Instructions for entering budget figures goes here

1. Annual basic award	<input type="text" value="\$1,184,313"/>	
2. Annual basic administrative cost	<input type="text" value="\$88,954"/>	7.51% of line 1
3. Sex offense award	<input type="text" value="\$125,639"/>	
4. Sex offense administrative cost	<input type="text" value="\$0"/>	0% of line 3
5. Transfer to other block grant	<input type="text" value="\$0"/>	0% of line 1

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**(Work Plan) Budget – Direct Assistance Enter/Add Additional/Delete**

PHHS Block Grant: Edit Direct Assistance - Microsoft Internet Explorer

Address: http://ngdev.od.cdc.gov/BGMISProto/BGMIS/Budget.aspx?Mode=EditDA&DAID=29

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Centers for Disease Control and Prevention

**PHHS Block Grant Information System**  
Help | [Log Out](#)

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Budget

**Edit Direct Assistance**

Instructions for entering DA goes here...

First Name:   
 Last Name:   
 CDC Center:   
 DA Amount:

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Budget

**Direct Assistance**

Direct Assistance

Name	CDC Center	Amount	Action
Mary Rodgers	CCHP	\$106,000	<a href="#">edit</a> <a href="#">delete</a>
Total direct assistance		\$106,000	


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# Work Plan Program Information


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**AZ - PHHS Block Grant Work Plan**  
[Help](#) | [Log Out](#)

BGMIS Home
Work Plan Main
Work Plan List
Work Plan AZ 2006-2007 V1

**LEGEND:** ● NOT ENTERED ● INCOMPLETE ● COMPLETE

**Select an item below**

- [-] Arizona FY2006-2007 version 1 revision 0
  - Cover Page
  - Statutory Information
  - Budget
  - **PROGRAMS**
    - Data Collection and Desemination
    - Falls and Injury Prevention Initiative for Older
    - Oral Health
    - Physical Activity Promotion for Adults
    - Rape prevention and Education
    - Skin Cancer Prevention

**Arizona FY2006-2007 version 1 revision 0 - Status: Approved**

**PROGRAMS**

**PROGRAMS SUMMARY**

**Annual Basic Budgeted vs. Allocated**

	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px;">■</td> <td>Budgeted</td> <td style="text-align: right;">\$969,720</td> </tr> <tr> <td style="width: 20px;">■</td> <td>Allocated</td> <td style="text-align: right;">\$969,720</td> </tr> </table>	■	Budgeted	\$969,720	■	Allocated	\$969,720
■	Budgeted	\$969,720					
■	Allocated	\$969,720					

**Sex Offense Budgeted vs. Allocated**

	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px;">■</td> <td>Budgeted</td> <td style="text-align: right;">\$125,639</td> </tr> <tr> <td style="width: 20px;">■</td> <td>Allocated</td> <td style="text-align: right;">\$125,639</td> </tr> </table>	■	Budgeted	\$125,639	■	Allocated	\$125,639
■	Budgeted	\$125,639					
■	Allocated	\$125,639					

**Program Count**

Programs	National HO's	Impact/Process Objectives	Activities
6	7	0	0

[VIEW ALL PROGRAMS/HOs/ALLOCATIONS](#)

▶ **Click links below to perform other tasks.**

[view a list of programs, health objectives and funds](#)

Local intranet 100%

## (Work Plan) Enter Program Title & Strategy and FTE Text Description

**PHHS Block Grant Work Plan**  
[Help](#) | [Log Out](#)

**Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress**

\* Required field

**Edit Program**

\* Title:

\* Strategy:

[Save then add FTE's](#)  
 (You can also add FTE's later.)

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## (Work Plan) Enter Program FTE's

**PHHS Block Grant: Edit Program FTE - Windows Internet Explorer provided by CDC - Unauthorized Use Prohibited**

http://ngdev.od.cdc.gov/BGMIS/MIS/Program.aspx?Mode=FTEEdit&FteID=414

**KY - PPHS Block Grant Work Plan**  
[Help](#) | [Log Out](#)

**Work Plan: Kentucky FY2007-2008 version 0 revision 0 - Status: In Progress**

\* Required field

**Edit Program FTE**

Enter the % of time that the individual devotes to Block Grant activities. For example, an individual that is 50% funded by Block Grant dollars could spread the time between Block Grant related state, local, and other activities. The breakdown would be entered as State 16%, Local 17%, Other 17% = 50%. Note that the system does not allow for fractions.

\* Position title:

* % time funded by block grant devoted to state activities	<input type="text" value="25"/>	%
* % time funded by block grant devoted to local activities	<input type="text" value="60"/>	%
* % time funded by block grant devoted to other activities	<input type="text" value="0"/>	%
<b>TOTAL % time funded by block grant</b>	<b>85</b>	<b>%</b>

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PHHS Block Grant: Program FTEs - Windows Internet Explorer provided by CDC - Unauthorized Use Prohibited

http://ngdev.od.cdc.gov/BGMIS/MIS/Program.aspx?Mode=FTE

state health officer illinois - G... PHHS Block Grant: Progra...

**CDC** Department of Health and Human Services  
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KY - PHHS Block Grant Work Plan  
[Help](#) | [Log Out](#)

**Work Plan: Kentucky FY2007-2008 version 0 revision 0 - Status: In Progress**

Chronic Disease Initiative

**Program FTEs**

Chronic Disease Initiative

[Add FTE](#)

Position Title	% State	% Local	% Other	% Total	Action
Physical Activity Program Administrator	25	60	0	85	<a href="#">Edit</a>   <a href="#">Delete</a>


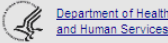
FTE Summary:

Positions	State FTEs	Local FTEs	Other FTEs	Total FTEs
1	0.25	0.60	0.00	0.85

[OK](#) [Cancel](#)

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Done Local intranet 100%

## (Work Plan) Program Health Objective Information

The screenshot displays the PPHS Block Grant Information System interface. The browser address bar shows the URL: <http://ngdev.od.cdc.gov/BGMISProto/BGMIS/WorkPlanTree.aspx>. The page title is "PHHS Block Grant Information System" with "Help | Log Out" links. Navigation tabs include "BGMIS Home", "Work Plan Main", "Work Plan List", and "Work Plan AZ 2007-2008 V0". A legend indicates status: NOT ENTERED (red circle), INCOMPLETE (yellow circle), and COMPLETE (green circle).

The left sidebar shows a tree view under "Arizona FY2007-2008 version 0 revision 0". The "PROGRAMS" section is expanded, and "3-8 Melanoma cancer deaths" is selected and circled in red. Other items in the tree include "Cover Page", "Statutory Information", "Mandatory Meetings/Hearings", "Certifications and Assurances", "Budget", "Skin Cancer Protection", "Program Title and Strategy", "3. Inform and Educate", "Increase Sun Safety Awareness in", and "Publish Newsletters, Place Arb".

The main content area is titled "Arizona FY2007-2008 version 0 revision 0 - Status: In Progress". It shows a breadcrumb trail: "Skin Cancer Protection >> (HC) 3-8 Melanoma cancer deaths". A message says "Click the edit buttons to enter information." Below this is a table of health objective information:

Health Objective	
<b>National Health Objective:</b>	<a href="#">view</a> 3-8 Melanoma cancer deaths
<b>State Health Objective:</b>	<a href="#">Edit</a> By January, 2007, stabilize the statewide invasive melanoma rate at no more than 15 cases per 100,00...
<b>State Health Problem:</b>	<a href="#">Edit</a> Health Burden: Skin cancer is the most common type of cancer in Arizona. The current Arizona rate of...
<b>Evidence Based Guidelines:</b>	<a href="#">Edit</a> 2 evidence based guidelines selected
<b>Block Grant Role and Funds:</b>	<a href="#">Edit</a> Role: No other existing federal or state funds, Funds: \$60,878

Below the table, a message says "Click links below to perform other tasks." followed by several links: [add essential services](#), [add a new health objective \(to the program: Skin Cancer Protection\)](#), [delete this health objective](#), and [add a new program to the work plan](#).

The bottom of the browser window shows "Done" and "Trusted sites" icons.

## (Work Plan) Program –Select National Health Objective

PHHS Block Grant: Select the Healthy People 2010 national objective to add to this program - Microsoft Internet Explorer

Address <http://hgdev.od.cdc.gov/BGMISProto/BGMIS/HealthObjective.aspx?Mode=Add>

**CDC** Department of Health and Human Services  
Centers for Disease Control and Prevention

**PHHS Block Grant Information System**  
Help | [Log Out](#)

**Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress**

Skin Cancer Protection >> New Health Objective

**Select the Healthy People 2010 national objective to add to this program**

HP2010 Health Objective:

Full Title:

HP2010 website: [Click the following link to access the full text of the Healthy People 2010 National Health Objective: HP2010 website \(opens a new window\)](#)

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Trusted sites

## (Work Plan) Program – Enter State Health Objective

PHHS Block Grant Work Plan  
Help | Log Out

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Skin Cancer Protection >>  3-8 Melanoma cancer deaths

\* Required field

### Edit State Health Objective

The State Health Objective should reflect the national objective (i.e. national objective modified to reflect your state's data). You can view the HP 2010 national objective [here](#) (opens a new window).

**Time-bound (2 items):**

\* 1. Estimated start-date: 01 / 2003 (MM/YYYY)      \* 2. Estimated end-date: 01 / 2007 (MM/YYYY)

**Specific, Measureable, Achievable, and Realistic (3 items):**

\* 1. Objective Description: By January, 2007, stabilize the statewide invasive melanoma rate at no more than 15 cases per 100,000.

\* 2. Objective baseline: Baseline: 15 cases per 100,000.

\* 3. Data source: Arizona State Cancer Registry

## (Work Plan) Program – Enter State Health Problem

Work Plan: Arizona FY2006-2007 version 2 revision 0 - Status: In Progress

Skin Cancer Prevention >>  3-8 Melanoma cancer deaths

\* Required field

### Edit State Health Problem

**Health and Cost Burden**

\* Health Burden:

**State Health Problem:**

Health Burden: Skin cancer is the most common type of cancer in Arizona. The current Arizona rate of invasive melanoma, the most serious kind of skin cancer, is 15 cases per 100,000. New cases of melanoma have increased approximately 150% since 1973. During the same period, deaths from melanoma have increased approximately 44%. Approximately 90% of melanomas are caused by ultraviolet (UV) radiation and the majority of a person's lifetime exposure occurs before the age of 18. According to the American Academy of Pediatrics, estimates are that effective sun protection during the first 18 years of life would reduce the number of lifetime skin cancers by almost 80 percent. Studies

\* Cost Burden:

Cost burden document in progress.

Local intranet    100%

**Target Population**

\*Number:

\*Ethnicity:  Hispanic or Latino

\*Race:  African American or Black  Native Hawaiian/Pacific Is  
 Amer Indian/Alaskan Native  White  
 Asian  Other (describe in Health Burden)

\* Age:  Under 1 year (infants)  25-34 years (adults)  
 1-3 years (toddlers)  35-49 years (adults)  
 4-11 years (children)  50-64 years (older adults)  
 12-19 years (adolescents)  65 years and older (older adults)  
 20-24 years (adults)

\* Gender:  Female  Male  Both

\* Geography:  Rural  Urban  Both

\* Primarily Low Income:  Yes  No

**Population with a Disparate Need**

\*Number:

\*Ethnicity:  Hispanic or Latino

\*Race:  African American or Black  Native Hawaiian/Pacific Is  
 Amer Indian/Alaskan Native  White  
 Asian  Other (describe in Health Burden)

\* Age:  Under 1 year (infants)  25-34 years (adults)  
 1-3 years (toddlers)  35-49 years (adults)  
 4-11 years (children)  50-64 years (older adults)  
 12-19 years (adolescents)  65 years and older (older adults)  
 20-24 years (adults)

\* Gender:  Female  Male  Both

\* Geography:  Rural  Urban  Both

\* Primarily Low Income:  Yes  No

**\* Location:**  Statewide  
 Specific counties (specify below)

**Counties:**

Available		Selected
Apache County	>	
Cochise County	>	
Coconino County	>	
Gila County	>	
Graham County	>	
Greenlee County	>	
La Paz County	>	
Maricopa County	>	
Mohave County	>	
Navajo County	>	
Pima County	>	
Pinal County	>	

**Population Data Sources**

\* Data Sources:

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Department of Health  
and Human Services

Local intranet

100

## Infrastructure Health Objectives (Chapter 23)

**Edit State Health Problem**

**Health and Cost Burden**

\* Health Burden

\* Cost Burden

**Target Population**

\* Number

\* Groups

- State and Local Health Departments
- Boards, Coalitions, Task Forces, Community Planning, Policy Makers
- Disease Surveillance - High Risk
- Community Based Organizations
- Health Care Systems
- Research and Educational Institutions
- Business and Merchants
- Safety Organizations
- Other

**Disparate Population**

\* Number

\* Groups

- State and Local Health Departments
- Boards, Coalitions, Task Forces, Community Planning, Policy Makers
- Disease Surveillance - High Risk
- Community Based Organizations
- Health Care Systems
- Research and Educational Institutions
- Business and Merchants
- Safety Organizations
- Other

## (Work Plan) Program – Select Evidence Based Guidelines/CDC Goal/Places

**Edit Evidence Based Guidelines/Best Practices**

More information about the Evidence Based Guidelines/Best Practices choices is available [here](#).  
 More information about the CDC Goals choices is available [here](#).

**Evidence Based Guidelines/Best Practices**

**Use**

The interventions for this health objective follow one or more Evidence Based Guidelines/Best Practices (below)  
 No Evidence Based Guideline/Best Practice is available

**Available Guidelines/Practices**

**Best Practice Initiative (U.S. Department of Health and Human Service)**  
 Guide to Clinical Preventive Services (U.S. Preventive Services Task Force)  
 Guide to Community Preventive Services (Task Force on Community Preventive Services)  
 Model Practices Database (National Association of County and City Health Officials)  
 National Guideline Clearinghouse (Agency for Healthcare Research and Quality)  
 Promising Practices Network (RAND Corporation)  
 Other (describe)

**Selected Guidelines/Practices**

CDC Recommends: The Prevention Guidelines System (Centers for Disease Control and Prevention)  
 MMWR Recommendations and Reports (Centers for Disease Control and Prevention)

**If "Other", please describe:**

**Primary CDC Goal for this Health Objective**

CDC Goal

**Primary CDC Goal for this Health Objective**

\* CDC Goal

**Places**

\* Click the box next to the item to identify the "Places" where this program is carried out.

Communities  Health Care Settings  
 Homes  Health Institutions  
 Schools  Travel and Recreation  
 Work Places



## (Work Plan) Program – Enter Block Grant Role and Allocate Funds to Health Objective

PHHS Block Grant Work Plan [Help](#) | [Log Out](#)

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Skin Cancer Protection >>
  3-8 Melanoma cancer deaths
 \* Required field

### Edit Block Grant Role/Funds

**Block Grant Role**

\* Role:

Description (optional):

**Funds**

Category	Budgeted	Available	Allocated to this HO
* 1. Annual basic current year	\$989,359	\$928,481	\$ 60,878
2. Sex offense current year	\$125,639	\$125,639	\$ 0
3. Total current year <input type="button" value="recalculate"/>	\$1,114,998	\$1,054,120	\$60,878
* 4. Current year funds allocated to disparate population			\$ 0
* 5. Current year funds to local entities for this health objective			\$ 0
* 6. Block \$'s vs. other state health department \$'s for this health objective			<input type="text" value="100% - Total source of funding"/>

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**(Work Plan) Program – Public Health Essential Services**

Address: http://ngdev.od.cdc.gov/BGMISProto/BGMIS/WorkPlanTree.aspx

**CDC** Department of Health and Human Services  
Centers for Disease Control and Prevention

**PHHS Block Grant Information System** Help | Log Out

BGMIS Home Work Plan Main Work Plan List Work Plan AZ 2007-2008 V0

LEGEND: NOT ENTERED INCOMPLETE COMPLETE

Select an item below

- Arizona FY2007-2008 version 0 revision 0
  - Cover Page
  - Statutory Information
  - Budget
  - PROGRAMS
    - Skin Cancer Protection
      - Program Title and Strategy
      - FTEs
      - 3-8 Melanoma cancer deaths
        - State Health Objective
        - State Health Problem
        - Evidence Based Guidelines
        - Block Grant Role and Funds
        - 3. Inform and Educate**
          - Increase Sun Safety Awareness in
            - Publish Newsletters, Place Arti

Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Skin Cancer Protection >> 3-8 Melanoma cancer deaths >> **3. Inform and Educate**

Click the add button to enter information.

Essential Service: 3. Inform and Educate

Impact Objective(s) for this Essential Service: Add

- Increase Sun Safety Awareness in

Click links below to perform other tasks.

- add an impact objective (to the essential service: 3. Inform and Educate)
- add essential services
- delete this essential service
- add a new health objective (to the program: Skin Cancer Protection)
- add a new program to the work plan

**(Work Plan) Program – Select one or more Public Health Essential Services**

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Skin Cancer Protection >> 3-8 Melanoma cancer deaths >> Essential Services

**Edit Essential Services**

1. Monitor health status <a href="#">Select</a>	6. Enforce laws and regulations <a href="#">Select</a>
2. Diagnose and Investigate <a href="#">Select</a>	7. Link people to services <a href="#">Select</a>
3. Inform and Educate <input checked="" type="checkbox"/> <a href="#">Add Impact Objective</a> <a href="#">Delete</a>	8. Assure competent workforce <a href="#">Select</a>
4. Mobilize partnerships <input checked="" type="checkbox"/> <a href="#">Add Impact Objective</a> <a href="#">Delete</a>	9. Evaluate health programs <a href="#">Select</a>
5. Develop policies and plans <a href="#">Select</a>	10. Research <a href="#">Select</a>

OK

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## (Work Plan) Program – Impact Objectives (IO's) for the Public Health Essential Services

Address <http://ngdev.od.cdc.gov/BGMISProto/BGMIS/WorkPlanTree.aspx> Go Links

**CDC** Department of Health and Human Services  
Centers for Disease Control and Prevention

**PHHS Block Grant Information System** Help | [Log Out](#)

BGMIS Home Work Plan Main Work Plan List **Work Plan AZ 2007-2008 Y0**

LEGEND:  NOT ENTERED  INCOMPLETE  COMPLETE

Select an item below

Arizona FY2007-2008 version 0 revision 0

- Cover Page
- Statutory Information
- Budget
- PROGRAMS
  - Skin Cancer Protection
    - Program Title and Strategy
    - FTEs
    - 3-8 Melanoma cancer deaths
      - State Health Objective
      - State Health Problem
      - Evidence Based Guidelines
      - Block Grant Role and Funds
      - State Health Objective**
        - Increase Sun Safety Awareness in**
          - Publish Newsletters, Place Art**

Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Ⓟ Skin Cancer Protection >> Ⓜ 3-8 Melanoma cancer deaths >> Ⓧ 3. Inform and Educate


▶ Click the add button to enter information.  
Essential Service: 3. Inform and Educate  
Impact Objective(s) for this Essential Service:   
• Increase Sun Safety Awareness in

▶ Click links below to perform other tasks.

- [add an impact objective \(to the essential service: 3. Inform and Educate\)](#)
- [add essential services](#)
- [delete this essential service](#)
- [add a new health objective \(to the program: Skin Cancer Protection\)](#)
- [add a new program to the work plan](#)

Done Trusted sites

# (Work Plan) Program – Enter Impact Objectives (IO's) for the Public Health Essential Services in SMART format


Department of Health and Human Services  
Centers for Disease Control and Prevention

[PHHS Block Grant Work Plan](#)  
[Help](#) | [Log Out](#)

**Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress**

[Skin Cancer Protection >>](#)
[3-8 Melanoma cancer deaths >>](#)
[3. Inform and Educate >>](#)
[Increase Sun Safety Awareness in](#)

\* Required field

**Edit Impact Objective**

\* Title (Enter short Impact Objective title)

**SMART objective**

Time-bound: \* Est. start-date  /  (MM/YYYY) \* Est. end-date  /  (MM/YYYY)

REMINDER: You can use your tab key to move between fields.

**Specific:**

\* Who will do the work

**Measurable, Achievable, Realistic:**

will  the

\* action \* unit of measurement \* what will be measured?

from  to

\* baseline \* target



**Preview SMART Objective**

**SMART Objective** Between 01/2001 and 12/2007, Arizona State Department of Health will increase the number of elementary schools that receive state health department assistance to implement sun safety mandates from 30 to 45.


[Save impact objective then add activity](#)

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## (Work Plan) Program – Enter Activities for Impact Objective



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**Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress**

[P](#) Skin Cancer Protection >> [HC](#) 3-8 Melanoma cancer deaths >> [ES](#) 3. Inform and Educate >> [O](#) Increase Sun Safety Awareness in >> [A](#) Publish Newsletters, Place Articles, Meet with Fou

\* Required field

**Edit Activity**

**Essential Service: 3. Inform and Educate**  
**Impact Objective: Increase Sun Safety Awareness in**  
Between 01/2001 and 12/2007, Arizona State Department of Health will increase the number of elementary schools that receive state health department assistance to implement sun safety mandates from 30 to 45.

\* **Activity Title**



\* **Start date**  /  (mm/yyyy) \* **End Date**  /  (mm/yyyy)

\* **Description**

[Save then add another activity](#)

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  Department of Health and Human Services

**(Work Plan) CDC Completes Review of Work Plan (Grantee Views CDC Review)**

Department of Health and Human Services  
 Centers for Disease Control and Prevention

**PHHS Block Grant Information System**

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**Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: Under Review**

---

**PHHS Block Grant Work Plan Review Form**

Grantee: Arizona  
 Reviewer: Brindley, Patricia  
 Work Plan Version: FY2007-2008 version 0 revision 0  
 Date Review Completed: NA  
 Guidance: [Guidance Document](#)

---

**Work Plan Status: Under Review**

**SUMMARY OF THIS WORK PLAN**

1. Page Limit	2. Cover Page	3. Statutory	4. Budget	5. Programs/HO's (All Info) Information
★★★★★	UNDER REVIEW	★★★	★★★★★	UNDER REVIEW

---

**Work Plan Review Elements:**

1. Page Limits [Click for Guidance Document \(new window\)](#):

Approved     
  Approved (with Recommendations)?     
  Not Approved     
  Not Reviewed

Comments:

Done

2. Cover Page [Click for Guidance Document \(new window\):](#)

Approved
  Approved (with Recommendations)?
  Not Approved
  Not Reviewed

Comments:

---

3. Statutory Information [Click for Guidance Document \(new window\):](#)

Approved
  Approved (with Recommendations)?
  Not Approved
  Not Reviewed

Comments:

---

4. Budget [Click for Guidance Document \(new window\):](#)

Approved
  Approved (with Recommendations)?
  Not Approved
  Not Reviewed

Comments:

---

5. Program/Health Objectives [Click for Guidance Document \(new window\):](#)

Approved
  Approved (with Recommendations)?
  Not Approved
  Not Reviewed

Comments:

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Done

Review Scale -- Displayed when user clicks information icon ⓘ

Review Scale ⓘ

★	Not approved. One or more sections did not meet the criteria. Resubmit with requested changes.
★★★	Caution. Approved with recommendations. You do not need to resubmit. Incorporate recommendations into future documents.
★★★★★	Approved. No change needed.