Form Approved

OMB No. 0920-xxxx

Exp. xx/xx/xxxx

State and Community Awardee Staff Needs Assessment

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Staff Needs Assessment

The purpose of this assessment is to help your organization identify strengths and areas of potential growth regarding your ability to support the implementation of this project. This assessment is aligned with the key components of this project and requests information on your organizational background, partnerships, community mobilization, evidence-based programs, training and technical assistance for program implementation, contraceptive services for youth, educating stakeholders, and cultural competence and diversity.

Please respond to only those sections that apply to your project role. Please answer as honestly as possible. Results from this assessment will be used by CDC and the five funded National Organizations to develop a targeted training and technical assistance plan for your organization.

Thank you for your candor in completing this important assessment.

Section I. Individual Information

1. Please select your organization.

Alabama Department of Public Health
Adolescent Pregnancy Prevention Campaign of North Carolina
Family Planning Council
Fund for Public Health New York
Georgia Campaign for Adolescent Pregnancy Prevention Campaign
City of Hartford
Massachusetts Alliance on Teen Pregnancy
SC Campaign
University of Texas Health Science Center at San Antonio

2. Which of the following describes your role/title? (select all that apply)

Clinical technical assistance provider
Program technical assistance provider
Youth leadership team coordinator
Evaluator
Other (please specify)

3. For how many years have you held your position?

< 2 years
3-5 years
> 5 years

4. For how many years have you worked in teen pregnancy prevention?

	< 2 years
	3-5 years
	> 5 years

Section II. Community Mobilization

5. Do you lead organizational efforts to work with co in developing action plans and implementing commo				rtner leade	rship team)
Yes, please continue to question 6					
No, please skip to question 8, page 4					
6. Please indicate whether you have received formal training on leading/facilitating collaborative commun planned teaching of standard knowledge and/or skill	nity-wide ef	forts was	received. F		
Skill set		Never	< 2 years	3-5 years	> 5 years
Conducting a comprehensive community needs and ass assessment in support of TPP	et				
A theoretical justification for community mobilization in s	upport of				
Developing a long-range community mobilization plan					
Identifying and recruiting participants for a Core Partner Leadership Team					
Identifying and recruiting participants for a Community Action Team					
Identifying and recruiting participants for a Youth Leader Team	Identifying and recruiting participants for a Youth Leadership				
Supporting community participants to develop TPP goals and identify strategies to address them					
Preparing for possible opposition to TPP within commun	ities				
Identifying strategies for long-term sustainability of TPP within communities	activities				
Supporting community team members to evaluate their mobilization efforts					
7. How confident are you in your ability to lead a con	nmunity gro	oup throu	igh the follo	wing activi	ties?
	Not at all Confiden		Somewha	ı	Extremel V
Skill set	t		Confident	t	Confident
	1	2	3	4	5
Conducting a comprehensive community needs and asset assessment in support of TPP					
A theoretical justification for community mobilization in support of TPP					
Developing a long-range community mobilization plan					
Identifying and recruiting participants for a Core Partner Leadership Team					
Identifying and recruiting participants for a Community Action Team					
Identifying and recruiting participants for a Youth Leadership Team					
Supporting community participants to develop TPP goals and identify strategies to address them					
Preparing for possible opposition to TPP within					

communities											
Identifying strategies for long-term sustainability of TPP activities within communities											
Supporting community team members to evaluate their mobilization efforts											
Section III. Community Mobilization	-										
8. Do you lead organizational efforts to facilitate one or more of the 3 partnership groups (i.e., Core Partner Leadership Team, Community Action Team, or Youth Leadership Team)? Yes, please continue to question 9											
No, please skip to question 11, page 5											
9. With which of the three groups you are involved as	a facilitato	r/group le	eader? (pleas	e select a	all that apply)						
Core partner leadership team											
Core partner leadership team											
Core partner leadership team Community action team											
Community action team	lowing activ	rities?									

Skill set	Not at all Confiden t	2	Somewha t Confident 3	4	Extremel y Confiden t 5
Facilitate the goal setting process within your project team to achieve community mobilization in support of TPP					
Work within your project team to identify, recruit and retain the best "mix" of persons for your community teams					
Work within your project team to help community teams establish their legitimacy as spokespersons for TPP within their communities					
Work within your project team to help community teams rally support for TPP within their communities					
Work within your project team to evaluate the functioning of the community teams to achieve their goals					

Section IV. Contraceptive Services for Youth

11. Do you lead organizational efforts to provide training and technical assistance to	clinic partners as part
of the Teen Pregnancy Prevention project?	

Yes, please continue to question 12
No, please skip to question 14, page 7

12. Please indicate whether you have received formal training and the time frame in which the formal training on certain topics related to reproductive health services was received. Formal training refers to planned teaching of standard knowledge and/or skills related to specific capacities.

Skill set	Never	< 2 years	3-5 years	> 5 years
The use of the Quick Start Method for dispensing hormonal contraception to adolescents				
The use of the Quick Start Methods for dispensing IUDs				
Pap smear guidelines for adolescents				
Healthcare delivery system budgeting				
, , , ,				
Business planning including maximizing coding, billing, and reimbursement strategies				
Coding confidentiality in billing for adolescent reproductive health				
services				
Work flow processes for patient visits				
Health care delivery systems productivity standards				
Appointment scheduling practices				
Contraceptive methods for adolescents				
Performance improvement or quality improvement methodologies				
Performance measurement				
Strategies for supporting time-alone between a provider and an				
adolescent client				
Strategies for supporting confidentiality in the delivery of				
contraceptive and reproductive services for adolescents				
Addressing social determinants of health in the clinical setting				
Male sexual and reproductive health services				

13. How knowledgeable are you about each of the following?

Skill set	Not at all	2	Somewha t 3	4	Extremel y 5
Intrauterine devices (IUDs)					
a. Efficacy					
b. Costs					
c. Side effects					
d. Dispensing procedures					
Contraceptive implant (Implanon)					
a. Efficacy					
b. Costs					
c. Side effects					
d. Dispensing procedures					
Injectable contraception (Depo-provera)					
a. Efficacy					

Not at all			Somewha			ı		Extremel					
	Skill set	110	1	. u	2		t 3		4			у 5	
b.	Costs				_		<u>ာ</u>			4		<u> </u>	
	Side effects												
d.													
	ontrol pills												
a.													
b.	•												
_	Side effects												
d.	Dispensing procedures		_		\neg								
	ency contraception												
a.					=								
b.	Costs												
C.	Side effects				$\overline{}$								
d.	Dispensing procedures												
Male c	ondoms												
a.	Efficacy												
b.	Costs												
C.	Side effects												
d.	1 31												
Female	e condoms												
a.	Efficacy												
b.													
C.	Side effects												
	Dispensing procedures												
Other i	methods (please list)												
a.	Efficacy												
b.	Costs												
C.	Side effects												
d.	Dispensing procedures												

Section V. Educating Stakeholders

14. Do you lead/co-lead organizationa	ıl efforts to educate stakeholdeı	s in your community?
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Yes, please continue to question 15
No, please skip to question 18, page 8

15. How knowledgeable are you about each of the following?

Skill set	Not at all	2	Somewhat 3	4	Extremely 5
How to identify important stakeholders in your community					
How to determine your target audiences for stakeholder education					
How to determine goals and objectives and an action plan for stakeholder education using data from your community needs assessment					
Methods for raising awareness of your community- wide initiative					
How to educate on statistics and trends in teen pregnancy, by age and race/ethnicity and for special populations					
Methods for educating on evidence-based and/or evidence-informed strategies to reduce teen pregnancy and data on needs and resources in target communities					
Methods for crisis communication and managing controversy					

16. How confident are you in your ability to conduct the following activities?

Skill set	Not at all Confiden t 1	2	Somewha t Confident 3	4	Extremel y Confident 5
Identify important stakeholders in your community					
Determine your target audiences for stakeholder education					
Determine goals and objectives and an action plan for stakeholder education using data from your community needs assessment					
Raise awareness of your community-wide initiative					
Educate on evidence-based and/or evidence-informed strategies to reduce teen pregnancy and data on needs and resources in target communities					
Manage controversy through communication techniques/strategies					

17. What resources or tools would increase your capacity to work with stakeholders in your community?

Specific talking points
Additional training
Resources and fact sheets

Individual technical assistance								
Other (please specify)								
SECTION VI - Working with Diverse Communities - Project Lead/Co-lead								
18. Do you lead/co-lead organizational efforts for working with diverse communities?								
Yes, please continue to question 19								
No, please skip to question 21, page 9								
19. How knowledgeable are you regarding each of the following topics?								
Skill set	Not at all	2	Somewhat 3	4	Extremely 5			
Health equity								
Health disparities								
Social determinants of health								
Frameworks for examining and addressing social determinants of health								
Cultural competency								
Strategies for engaging marginalized youth (i.e. foster								
care, homeless, GLBTQ) in teen pregnancy								
care, homeless, GLBTQ) in teen pregnancy prevention efforts								
	nical assistar	nce or tra	aining to indiv	viduals i	n your			
prevention efforts 20. How confident do you feel about providing techr	Not at all Confiden t		Somewha t Confident		Extremel y Confident			
20. How confident do you feel about providing techn community? Skill set	Not at all Confiden	nce or tra	Somewha t	viduals i	Extremel y			
prevention efforts 20. How confident do you feel about providing techn community?	Not at all Confiden t		Somewha t Confident		Extremel y Confident			
20. How confident do you feel about providing techn community? Skill set Increase awareness around the impact of social determinants of teen pregnancy with community	Not at all Confiden t		Somewha t Confident		Extremel y Confident			
20. How confident do you feel about providing techn community? Skill set Increase awareness around the impact of social determinants of teen pregnancy with community partners Actively engage informal community leaders and other influential community stakeholders (i.e. business leaders) around the significance of addressing social	Not at all Confiden t 1	2	Somewha t Confident 3	4	Extremel y Confident 5			
20. How confident do you feel about providing techn community? Skill set Increase awareness around the impact of social determinants of teen pregnancy with community partners Actively engage informal community leaders and other influential community stakeholders (i.e. business leaders) around the significance of addressing social determinants of teen pregnancy Assess attitudes and beliefs around social	Not at all Confiden t 1	2	Somewha t Confident 3	4	Extremel y Confident 5			
20. How confident do you feel about providing techn community? Skill set Increase awareness around the impact of social determinants of teen pregnancy with community partners Actively engage informal community leaders and other influential community stakeholders (i.e. business leaders) around the significance of addressing social determinants of teen pregnancy Assess attitudes and beliefs around social determinants among different audiences Facilitate a process to identify key social determinants of teen pregnancy with community partners Identify feasible strategies to address key social	Not at all Confiden t 1	2	Somewha t Confident 3	4	Extremel y Confident 5			
20. How confident do you feel about providing techn community? Skill set Increase awareness around the impact of social determinants of teen pregnancy with community partners Actively engage informal community leaders and other influential community stakeholders (i.e. business leaders) around the significance of addressing social determinants of teen pregnancy Assess attitudes and beliefs around social determinants among different audiences Facilitate a process to identify key social determinants of teen pregnancy with community partners Identify feasible strategies to address key social determinants of teen pregnancy Enhance levels of cultural competence for clinical	Not at all Confiden t 1	2	Somewha t Confident 3	4	Extremel y Confident 5			
20. How confident do you feel about providing techn community? Skill set Increase awareness around the impact of social determinants of teen pregnancy with community partners Actively engage informal community leaders and other influential community stakeholders (i.e. business leaders) around the significance of addressing social determinants of teen pregnancy Assess attitudes and beliefs around social determinants among different audiences Facilitate a process to identify key social determinants of teen pregnancy with community partners Identify feasible strategies to address key social determinants of teen pregnancy	Not at all Confiden t 1	2	Somewha t Confident 3	4	Extremel y Confident 5			

Section VII. Evidence-based Programs

21.	Do y	you	provide	training o	n evidence	-based teen	pregnanc	y prevention	programs?

Yes, please continue to question 22
No, please skip to question 25, page 11

22. Please list any evidence-based or evidence-informed programs on which you are able to provide a training of facilitators.

Progra	m:
a.	Have you received formal training as a trainer of this program?
b.	What organization provided the training?
C.	Number of Trainings you conducted in the past 2 yrs?
Progra	m:
a.	Have you received formal training as a trainer of this program?
b.	What organization provided the training?
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a.	Have you received formal training as a trainer of this program?
b.	What organization provided the training?
C.	Number of Trainings you conducted in the past 2 yrs?
Progra	m:
a.	Have you received formal training as a trainer of this program?
b.	What organization provided the training?
C.	Number of Trainings you conducted in the past 2 yrs?

Yes, p	lease answer the following questions.
a.	Which partner?
b.	Which programs?
c.	Where were the trainers trained?
No, ple	ease skip to question 24
	list any evidence-based or evidence informed programs that will likely be implemented in your that you have not received training on.
Progra	m
Drogra	

 $23. \ Do\ you\ have\ partners\ who\ can\ provide\ training\ of\ facilitators\ on\ evidence-based\ or\ evidence-informed\ programs?$

Section VII. Evidence-Based Programs - Training and Technical Assistance for Implementation

25. Do you provide training and technical assistance to suppor Teen Pregnancy Prevention project?	t progran	n implemen	tation as p	art of the				
Yes, please continue to question 26								
No, please skip to question 30, page 15								
26. Please indicate whether you have received formal training and the time frame in which the formal training on certain topics related to evidence-based approaches to planning, selection, implementation, and evaluation of evidence-based programs and practices was received. Formal training refers to planned teaching of standard knowledge and/or skills related to specific capacities.								
Skill set	Never	< 2 years	3-5 years	> 5 years				
Understanding the benefits of using evidence-based approaches such as the Getting To Outcomes (GTO) approach to prevent teen pregnancy								
Knowing which evidence-based programs and/or practices have reduced sexual behaviors leading to teen pregnancy, STI, and/or HIV								
Using logic models to plan general organizational activities								
Using logic models that link risk and protective factors to intervention activities for the purpose of selecting an appropriate TPP program/curriculum or practice.								
Knowing how to plan and conduct effective trainings on evidence-based or evidence-informed programs to others								
Knowing how to assess an evidence-based program for fit with one's priority population and community								
Knowing how to conduct process evaluation								
Knowing how to conduct outcome evaluation								
27. We are interested in the amount of experience you have providing technical assistance and training on the topics listed in question 26. Experience providing training and TA refers to working with one or more client organizations on a particular topic. Please indicate if you have at least 6 months of experience providing technical assistance and training on the following.								
Skill set			Yes	No				
The benefits of using evidence-based approaches such as the GTC prevent teen pregnancy								
Which programs, practices, or policies related to promoting adolesc have evidence of effectiveness	I health							
Using logic models to plan general organizational activities		_						
Using logic models that link risk and protective factors to intervention		s for						
the purpose of selecting an appropriate TPP program/curriculum or How to plan and conduct effective trainings on evidence-based or e								
informed programs to others	viuerice-							
How to assess an evidence-based program for fit with one's priority	population	n and						
community								
How to conduct process evaluation								
How to conduct outcome evaluation								

28. How knowledgeable are you regarding each of the following teen pregnancy prevention activities?

Skill set	Not at all	2	Somewhat 3	4	Extremely 5
Develop program goals for a teen pregnancy prevention activity or program					
Assess how well program activities fit within other existing program activities offered to the same target population					
Define a target population for teen pregnancy prevention program(s) or practices					
Measure participant satisfaction with a prevention program or practice					
Evaluate an activity to ensure that it is meeting goals and objectives, including completing analysis and interpretation of data					
Identify those who will be responsible for each program delivery task					
Specify the amount of change to expect in program objectives					
Assess community strengths in programming by examining existing resources such as existing programs and availability of volunteers					
Determine if an existing program or practice is suited to a community program's goals and objectives					
Develop program objectives that are linked to program goals					
Examine how a prevention program fits with the philosophy of a community organization					
Measure how well program implementation followed the original program design (i.e., fidelity) for each program activity					
Ensure that all new program activities are linked to specific goals and objectives					
Determine if any evidence-based programs are applicable to a target/priority population(s)					
Specify by when one should expect the change in their objectives to occur					
Assess the causes and underlying risk factors for teen pregnancy in a community					
Assess the adequacy of resources to implement a (new) program (e.g., staff, technical resources, funding)					
Create timelines for completing all program tasks					
Develop a budget that outlines the funding required for each program activity					
Develop a plan to sustain successful programs or activities (i.e., determine future funding sources, staffing)					
Use evaluation results to improve delivery of a teen pregnancy prevention program or practice the next time it is offered					
Adapt an evidence-based teen pregnancy prevention					

program while maintaining the integrity of the program		

29. How confident would you be providing training or technical assistance in the following areas to support other organizations as part of the TPP project?

Skill set	Not at all Confident 1	2	Somewha t Confident 3	4	Extremely Confident 5
Develop program goals for a teen pregnancy prevention activity or program					
Assess how well program activities fit within other existing program activities offered to the same target population					
Define a target population for teen pregnancy prevention program(s) or practices					
Measure participant satisfaction with a prevention program or practice					
Evaluate an activity to ensure that it is meeting goals and objectives, including completing analysis and interpretation of data					
Identify those who will be responsible for each program delivery task					
Specify the amount of change to expect in program objectives					
Assess community strengths in programming by examining existing resources such as existing programs and availability of volunteers					
Determine if an existing program or practice is suited to a community program's goals and objectives					
Develop objectives that are linked to goals					
Examine how a prevention program fits with the philosophy of a community organization					
Measure how well program implementation followed the original program design (i.e., fidelity) for each program activity					
Ensure that all new program activities are linked to specific goals and objectives					
Determine if any evidence-based programs are applicable to a target/priority population(s)					
Specify by when one should expect the change in their objectives to occur					
Assess the causes and underlying risk factors for teen pregnancy in a community					
Assess the adequacy of resources to implement a (new) program (e.g., staff, technical resources, funding)					
Create timelines for completing all program tasks					
Develop a budget that outlines the funding required for each program activity					
Develop a plan to sustain successful programs or activities (i.e., determine future funding sources, staffing)					
Use evaluation results to improve delivery of a teen pregnancy prevention program or practice the next					

Skill set	Not at all Confident 1	2	Somewha t Confident 3	4	Extremely Confident 5
time it is offered					
Adapt an evidence-based teen pregnancy prevention program while maintaining the integrity of the program					
Document adaptations made to evidence-based programs to reflect and respond to the youth and community context.					
Train program facilitators to develop their understanding around cultural and gender difference with respect to adolescent sexual risk behavior, teen pregnancy and implications of this on engagement and program implementation.					

Section VIII. Organizational Technical Assistance Needs

CDC and the funded national organizations will use the following information to plan future TA and training.

30. Please list topics, in order of priority, on which you would most like to receive technical assistance and training through this project over the next year.

Skill set	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	