

# Tentative Guide for Grantee's SPNS INITIATIVE MONOGRAPH

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# Background Information

- Characteristics & history of health care or service provider agency
- Organizational characteristics, location, ancillary services, target population
- Characteristics of the HIV service delivery prior to SPNS initiative
- Other federal, state or local funding



# Determining Need for a SPNS Grant Initiative

- Describe the process of needs assessment that supported the grant application
- Describe prior SPNS grant initiatives
- How is current initiative different?



# Logic Model

- Describe initial logic model & subsequent changes
- Indicate if project design is different from logic model



# Implementing the Model

- Describe initial challenges in implementing the various components of the model which may include:
  - Staff hiring & development
  - space
  - Staff attitudes
  - Collateral unit or agency relationships



# Partnership & Collaborative Relationship Challenges

- Describe process of developing relationships with local evaluation team
- Describe process of establishing & working with local health care partners
- Describe the development of relationships with the “Centro de Evaluacion” leadership & staff
- Describe the use of HRSA staff



# Other Collaborative Relationships

- Describe work with AETCs
- Describe relevant work with other HIV/AIDS health care providers
- Describe work with community leaders
- Describe use of advisory boards or councils
- Describe role of consumers determining agency policy



# Data Collection Challenges

- Describe process of setting up systems of data collection
- Describe training of staff in data collection
- Describe handling of confidential information
- Describe how subjects/patients were encouraged to participate



# Local Evaluation Initiatives

- Describe process & purposes of local initiatives
- Describe planned or undertaken initiative dissemination activities
- Describe status of local evaluation activities



# Care ACT Evaluation Questions

- How did the grantee go about identifying persons needing HIV care & what was done to strengthen treatment adherence?
- How were common barriers to care identified & what was done to reduce or remove identified barriers?



# Evaluation Questions Continued

- Describe what was found to be the most effective combination of integrated health care services in the context of characteristics of local health care delivery system & affected populations?
- Describe indicators used to monitor quality of care.



# Evaluation Questions Continued

- Describe how the health care or service delivery system changed to adapt or incorporate the priorities of the SPNS initiative



# Lessons Learned

- Describe what you would do differently given what you have learned?
- Describe what you found most or least challenging in working with your administration, medical staff, patients, local evaluators, other grantees, OU evaluation team, or HRSA staff



# Other Comments

- Acknowledgements
- Recommended readings
- References
- Website information

