

NEEDS ASSESSMENT GUIDEBOOK

Community Level

NEEDS ASSESSMENT GUIDEBOOK OHIO'S STRATEGIC PREVENTION FRAMEWORK – STATE INCENTIVE GRANT (SPF SIG)

COMMUNITY

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Overview

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Setting the Stage

- Guiding Questions:
 - What factors in our community influence ATOD consumption?
 - Retail Availability (Alcohol and Rx Drugs)
 - Social Availability (Alcohol, Rx Drugs, Marijuana, Other Drugs)
 - Promotion (Alcohol and Rx Drugs)
 - Pricing (Alcohol)

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Process and Data/Information

- The *needs assessment process* will be the same for each community factor indicator (retail availability, social availability, promotion, and pricing)
- The *type of data and information* will be different.

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Process

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Process

- Ask yourselves the question: “How do we get information about [community factor]?”
- Brainstorm: What contributing factors related to [community factor] do your SPF SIG coalition members believe to be at work in your community?
- Brainstorm *again*: What evidence do we have to support our claims?

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Process - Continued

- Use the *applicable* tables on pages 55, 59, 64, and 68 to guide your efforts. *These tables will become very familiar to you.*
 - Contributing factors
 - Example(s) of how the factor presents in your community
 - What evidence do you have to support the factor?

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Process – Data Availability Summary

- Use the *applicable pages* (56, 60, 65, 69) to summarize. **Friendly Reminder: You may have to complete the page more than once if your community has identified more than one priority substance.**
- Sometimes, you may not have enough evidence to substantiate your claims.
- If you don't feel you have enough data or information, strategize on how you are going to collect it.

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Process - Bringing It All Together

- *Applicable* pages: 57, 61, 66, 70
- **Friendly Reminder: Friendly Reminder: You may have to complete the page more than once if your community has identified more than one priority substance.**
- After you have completed the community level assessment, it's time to *bring it all together*.
 - Identify *up to three* factors that impact each priority substance.
 - If you have identified more than three – you will need to engage in a prioritization process among your SPF SIG coalition.

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Process - Intervening Variable Worksheet

- *Applicable* pages: 58, 62, 67, 71
- This worksheet will become very familiar to you through the needs assessment process.
- One purpose of the needs assessment is to identify the intervening variables that contribute to consumption of your priority substance(s).
- Community factors can be intervening variables.
- You will need to identify 1-3 intervening variables related to community factors *for each priority substance*. (Note: There is a space for you to # each contributing factor – you should have no more than three intervening variable worksheets per priority substance.)

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Data and Information

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We need more data and information – how do we collect it?

- We will have resources available on the SPF SIG Website – launching in January 2012.
- Recommended Starting Points:
 - North Carolina (Alcohol-Related Crashes & Fatalities)
 - <http://www.ncspfsig.org/>
 - Bar Assessment Tool (RA, P & P), Community Access Tool (RA), Alcohol Pricing & Promotion Tool (P & P)
 - Focus Group Protocol (SA & RA), Town Hall Meeting Protocol (SA & RA)

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Starting Points – Continued...

- Prescription Drug Misuse/Abuse
 - CADCA Rx Abuse Prevention Toolkit
 - <http://www.cadca.org/resources/detail/rx-abuse-prevention-toolkit>
 - Utah (Alcohol-Related Motor Vehicle Crashes & Prescription Narcotic Related Morbidity and Mortality)
 - <http://www.nac.utah.edu/resources/pnmm.html>

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Starting Points - Continued

- Qualitative data is important.
 - Town Hall Meetings
 - Listening Sessions/Focus Groups/Group Interviews
 - Individual Interviews
- Interpersonal- and community-level are closely related and questions about both can be asked in the same session.

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We are here to help!

- Contact your OSET Evaluator, Global Training, or your ODADAS regional coordinator.
- Training and Technical Assistance:
 - Instrument Design (qualitative and quantitative)
 - Instrument Deployment (data collection)
 - Data Analysis
 - Data Reporting
 - Prioritization

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Using the Web Form to Submit Your Needs Assessment to OSET

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General Guidance

- E-mail to project director/coordinator contains link to Community Level web form
- **Before** entering web form, complete the entire Community Level section.
- You may cut and paste from the Word version or type your information directly into the web form.
- Once you submit your web form you will **NOT** be able to reenter that form.

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Web Form

[Needs Assessment Guidebook – Community Level](#)

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Questions . . .

- About the Needs Assessment Guidebook or the needs assessment process
 - Contact your OSET Evaluator
- About trainings related to needs assessment
 - Contact your OSET Evaluator, Global Insight, and your ODADAS regional coordinator
- About using the web forms to submit your information
 - Contact Nicole Yandell

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Thank you

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