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| **Agency:** |
| **Fiscal Year:** |

**Annual Community Engagement Plan,**

**Education and Service Promotion Plan and Quality Improvement Project**

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| **Part 1: Community Engagement Plan**  This is your plan to obtain feedback about your family planning services from adolescents,  current/potential clients and/or community members.  ***All three objectives below are required. You may use the below example implementation activities, or you may develop your own.*** | | | | | |
| ***Goal*** | ***Objective / Purpose*** | ***Implementation Activities***  **(Examples)** | ***Projected Date*** | ***Person(s) Responsible*** | ***Documentation Method(s)*** |
| Involve diverse community members in developing, assessing, and/or evaluating family planning services | 1. Obtain input from community adolescents | 1. Survey high school and/or community college students |  |  |  |
| 2. Obtain input from current clients | 2. Evaluate client satisfaction survey results |  |  |  |
| 3. Obtain input from service providers in the community | 3a. Survey community women’s health providers |  |  |  |
| 3b. Solicit input related to family planning services at community meetings |

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| **Part 2: Community Education and Awareness Plan**  Your plan to 1) Help your community better understand your Family Planning Services’ goals/objectives and your availability of services, and  2) Encourage potential clients with unmet needs to use your Family Planning services  ***Both objectives below are required. You may use the below example implementation activities, or you may develop your own.*** | | | | | | | | | |
| ***Goal*** | ***Objective / Purpose*** | ***Implementation Activities***  **(Examples)** | | | | ***ProjectedDate*** | | ***Person(s) Responsible*** | ***Documentation Method(s)*** |
| Increased community awareness of family planning services | 1. Increase community understanding of family planning services | 1a. Participate in local health fairs and festivals.  1b. Provide in-services on family planning services to community partners | | | |  | |  |  |
| 2. Increase service utilization | 2a. Utilize social media  2b. Other advertising – public service announcements (PSAs), billboards, buses, etc. | | | |  | |  |  |
| ***Evaluation Strategy***  **(Examples)** | | | ***Projected Date*** | ***Person(s) Responsible*** | ***Documentation Method(s)*** | |
| Survey/evaluation at community events to gauge Implementation Activity effectiveness | | |  |  |  | |
| Increased “hits” and/or “likes” within social media | | |  |  |  | |
| Front desk staff inquires how patients heard about services (to gauge effective of advertising) | | |  |  |  | |

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| **Part 3: Quality Improvement Project**  This is your annual, **\**required\**** project to enhance family planning services via quality improvement strategies.  More information found at: [http://fpntc.org/training-and-resources/module-1-introduction-to-quality-improvement-for-family-planning](http://fpntc.org/training-and-resources/module-1-introduction-to-quality-improvement-for-family-planning%20) | | | | | |
| ***Aim Statement /***  ***SMART Goal – (Specific, Measurable, Attainable, Realistic, Timely)*** | ***Measurement / Outcomes*** | ***Plan, Do, Study, Act (PDSA)*** | ***Projected Date*** | ***Person(s) Responsible*** | ***Documentation Method(s)*** |
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