

# SHIELD/SCHENA

## Course Syllabus: School and Community Health Equity Needs Assessment (SCHENA) Year 1 (2019-2020)

### Instructor information

Candice Belanoff, ScD, MPH  
Clinical Associate Professor  
Boston University School of Public Health  
617-358-1791  
[cbelanof@bu.edu](mailto:cbelanof@bu.edu);

### Teaching assistant

TBA

### Course description

This course introduces the participant to **current practices and approaches to community assessment and planning** for the purpose of community health improvement. Multiple exercises along the way will culminate in the development of a school/community equity needs assessment report for the participant's school or district, and a preliminary community health improvement plan that corresponds to state performance measures. The second year of the course will pick up from the community health improvement plan, and guide the development of a specific continuing quality improvement (CQI) project.

### Course learning objectives

By the end of Year-1 of the SCHENA program participants will be able to:

- See themselves as public health change agents in the school setting
- Apply a racial equity lens in health data collection and interpretation
- Develop a school/community needs assessment and equity-focused community health improvement plan
- Identify strong school/community relationships and ones that still need fostering

Specifically, participants completing this course will develop skills in:

- Planning your assessment activities including identifying important stakeholders and community partners.
- Practicing principles of health equity as you develop community understanding and partnerships.
- Identifying, collecting and presenting health and demographic data about your community (including many new web-based data platforms).
- Documenting sources and consequences of health inequities in the community.
- Designing and conducting key informant interviews and assessment surveys.
- Assembling the information you've collected and communicating findings in an assessment report.
- Developing a preliminary Community Health Improvement Plan (CHIP) which stems from your assessment findings and community input, and promotes health and educational equity.
- Presenting assessment results and CHIP to your community

### Learning resources

All readings and course materials will be posted on a course Moodle page.

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## Assignments

<b>Due:</b>	<b>Exercises &amp; Projects</b>
<b>12/4/19</b>	1) Demographic data tables
<b>1/14/20</b>	2) Health statistics tables
<b>2/11/20</b>	3) Key informant interview tool or survey instrument
<b>3/17/20</b>	4) Community environmental assessment
<b>4/28/20</b>	5) Key informant interview or survey summary
<b>5/19/20</b>	6) E-CHIP for selected health topic

### SCHEMA Course Schedule, Year 1 (2019-2020)

Date	Day	Format	Timing	Topics Covered	Assignment Due
9/19/19	Thu	Live	90 mins	<ul style="list-style-type: none"> <li>• CSHS Grantee Orientation*</li> <li>• Intro to course: School &amp; Community Health Needs Assessment – where do I start? What do we mean by “Racial &amp; Health Equity”</li> </ul>	
10/3/19	Thu	Webinar	60-90 mins 9:00-10:30AM	<ul style="list-style-type: none"> <li>• Moodle Tutorial</li> <li>• Intro to needs assessment data</li> </ul>	
10/16/19	Wed	Zoom	4PM-5PM	<ul style="list-style-type: none"> <li>• <i>Virtual office hours**: Some Excel basics</i></li> </ul>	
11/5/19	Tue	Live	8:30AM - 3PM	<ul style="list-style-type: none"> <li>• Working with Needs Assessment Data: <ul style="list-style-type: none"> <li>○ A reminder about some data basics that most of us struggle with</li> <li>○ Creating tables that tell the story of health “equity”</li> </ul> </li> </ul>	
11/20/19	Wed	Zoom	4PM-5PM	<ul style="list-style-type: none"> <li>• <i>Virtual office hours: More data support – Demographic AND Health data</i></li> </ul>	
12/4/19	Wed	Webinar	60-90 mins 9:00-10:30AM	<ul style="list-style-type: none"> <li>• Stakeholders and Key Informants; Planning for equitable community partnerships</li> <li>• From “cultural competence” to “Cultural Humility”</li> </ul>	1) Demographic Tables (drafts)
12/18/19	Wed	Zoom	4PM-5PM	<ul style="list-style-type: none"> <li>• <i>Virtual office hours: Open Question Hour! (Any Topic)</i></li> </ul>	
1/14/20	Tue	Webinar	60-90 mins 9:00-10:30AM	<ul style="list-style-type: none"> <li>• Designing effective interviews and survey questions</li> </ul>	2) Health Tables (drafts)
1/21/20	Tue	Zoom	4PM-5PM	<ul style="list-style-type: none"> <li>• <i>Virtual office hours: Support on interview and survey questions</i></li> </ul>	
2/11/20	Tue	Webinar	60-90 mins 9:00-10:30AM	<ul style="list-style-type: none"> <li>• Community context: History &amp; present day</li> <li>• Creating maps of community assets and barriers to health</li> </ul>	3) Key informant interview OR survey instrument
2/25/20	Tue	Zoom	4PM-5PM	<ul style="list-style-type: none"> <li>• <i>Virtual office hours: Support on map making</i></li> </ul>	

Date	Day	Format	Timing	Topics Covered	Assignment Due
3/17/20	Tue	Live	8:30AM - 3PM	<ul style="list-style-type: none"> <li>Translating your assessment data to action: The Equity-focused Community Health Improvement Plan (E-CHIP)</li> <li>Soliciting community feedback (conducting a community forum)</li> </ul>	4) Community Map (Also - please have your Survey or interview launched!)
3/31/20	Tue	Zoom	4PM-5PM	<ul style="list-style-type: none"> <li><i>Virtual office hours: Support on E-CHIP Development; Support on survey/interviews</i></li> </ul>	
4/14/20	Tue	Webinar	60-90 mins 9:00-10:30AM	<ul style="list-style-type: none"> <li>Putting it all together: What do “typical” Community Health Needs Assessment reports look like? What do they need to communicate?</li> </ul>	At least three interviews or 10 surveys complete
4/28/20	Tue	Zoom	4PM-5PM	<ul style="list-style-type: none"> <li><i>Virtual office hours</i></li> </ul>	5) Summary of interview or survey findings
5/19/20	Tue	Live	8:30AM - 3PM	<ul style="list-style-type: none"> <li>Selected presentations of SCHENA findings</li> <li>Planning for action (in Year 2)</li> </ul>	E-CHIP for selected health topic
5/26/20	Tue	Zoom	4PM-5PM	<ul style="list-style-type: none"> <li><i>Virtual office hours: Follow up Q&amp;A</i></li> </ul>	

*\*For both Model and Affiliate sites.*

*\*\*Office hours are never required but strongly recommended.*

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## Session Learning Objectives and Activities

- **9/19/19: Intro to course: School & Community Health Needs Assessment**
  - Learning Objectives
    - Understand the scope of the year-long course in school and community health needs assessment
    - Gain familiarity with an “equity” approach to school and community needs assessment
  - Activities
    - Presentation/overview of course
    - Small group activity/discussion (Experiences with the Social Determinants in School Nursing)
  
- **10/3/19: Intro to Needs Assessment data; Moodle Tutorial**
  - Learning Objectives
    - Identify sources of data on the demographics, health and wellbeing of children and communities
    - Sharpen skill in assembling and presenting data in a table or figure.
    - Deepen understanding of difficulties we face in presenting data to community
  - Activities
    - Presentation on data sources
    - “Homework” description
  
- **10/16/19: Virtual office hours: Some Excel basics for those who need extra support in this area.**
  
- **11/5/19: Working with Needs Assessment Data**
  - Learning Objectives
    - Develop skill in extracting needed data and assembling tables
    - Understand how to highlight and describe issues of health equity in data tables
  - Activities
    - Presentation on table basics & constructing effective data tables that tell the story of equity
    - Table-making lab
  
- **11/20/19: Virtual office hours: More data support – Demographic AND Health data**
  
- **12/4/19: Stakeholders and Key Informants; Planning for equitable community partnerships; From “cultural competence” to “Cultural Humility”**
  - Learning Objectives
    - Conduct a quick “environmental scan” of key individual and organizational partners
    - Identify key stakeholders for your needs assessment process
    - Identify key sources of insider information about the community
    - Identify key differences between the ideas of “cultural competency” and “cultural humility”
  - Activities:
    - Presentation on community partnerships in needs assessment
    - Discussion of challenges and rewards of community partnerships
  
- **12/18/19: Virtual office hours: Open Question Hour (Any Topic covered to date)**

- **1/14/20: Designing effective interviews and survey questions**
  - Learning Objectives
    - Identify what makes a survey or interview question “effective” – getting the information you need & want.
  - Activities
    - Presentation on survey and interview question development
    - Question-writing lab
  
- **1/21/20: Virtual office hours: Support on question development**
  
- **2/11/20: Community context: History & present day; Creating maps of community assets and barriers to health**
  - Learning Objectives
    - Appreciate the role of community context in developing the needs assessment
    - Develop skill in creating maps of community assets and barriers to health
  - Activities
    - Presentation on contextual determinants of health
    - Creating our own community maps
  
- **2/18/20: Virtual office hours: Support on maps**
  
- **3/17/20: Translating your assessment data to action: The Equity-focused Community Health Improvement Plan (E-CHIP); Soliciting community feedback (conducting a community forum)**
  - Learning Objectives
    - Understand key elements of an e-CHIP
    - Develop skill in translating assessment results into an action plan
    - Learn approaches to soliciting community feedback
  - Activities
    - Presentation on e-CHIP development
    - e-CHIP development lab
    - Mock community forum
  
- **3/31/20: Virtual office hours: Support on E-CHIP Development; Support on survey/interviews**
  
- **4/14/20: Putting it all together: What do “typical” Community Health Needs Assessment reports look like? What do they need to communicate?**
  - Learning Objectives
    - Distinguish between elements of an equity assessment report and others
  - Activities
    - Compare and contrast report styles and content
  
- **4/28/20: Virtual office hours: Support on presenting your assessment report**
  
- **5/19/20: Selected presentations of SCHENA findings: Planning for action (in Year 2)**
  - Learning Objectives & Activities
    - Presenting findings & Planning for Project Development
  
- **5/26/20: Virtual office hours: Follow up Q&A**