

**ATTACHMENT 5 - WORK PLAN
SUMMARY**

PROJECT NAME: **Comprehensive Adolescent Pregnancy Prevention Program**

CONTRACTOR SFS PAYEE NAME: <<Various>>

CONTRAT PERIOD: From: 07/01/2023

To: 06/30/2028

Project Summary: The purpose of the Comprehensive Adolescent Pregnancy Prevention (CAPP) initiative is to improve sexual health and other health outcomes for adolescents; promote preventive health care services including reproductive health and family planning services for adolescents; support social-emotional development, health, and healthy relationships for adolescents; support home and community relationships and environments that support health; and to decrease disparities in all core outcomes among NYS adolescents.

CAPP funding will support community-based programs that utilize a youth development framework and implement evidence-based and/or best practice interventions and services. CAPP programs will serve youth populations, ages 10-21 living in underserved, under-resourced communities that lack social and economic opportunities to enable youth to develop to their full potential. This would include youth from racial and ethnic minorities, all youth from socioeconomically disadvantaged communities, and/or otherwise have special circumstances such as youth living in foster care, youth who identify as lesbian, gay, bisexual, transgender and questioning; youth who are homeless; youth involved in the juvenile justice system; and other youth.

Funded programs are expected to develop and implement activities with the goal of improving opportunities for adolescents to develop and initiate positive health behaviors to prepare them for young adulthood. Programs will develop and implement specific activities based on the developmental, socio-economic, racial, ethnic and cultural needs and perspectives of the population(s) to be served, and the resources and needs of the priority communities. The CAPP performance standards focus on improved key population health outcomes, including reducing adolescent pregnancy, STDs/HIV in the proposed communities. The implementation of strategies for the CAPP initiative will focus on adolescents and address the following performance standards:

- Practice health promoting behaviors/reducing risk behaviors through the implementation of evidence-based sexual health programs;
- Engage in preventive reproductive health care services by improving access to reproductive health care and family planning services;
- Promote healthy, safe and nurturing environments and relationships through implementation of multi-dimensional activities that introduce youth to new situations, ideas and people, and challenge them to build or learn skills.
- Identify risk factors and special needs (medical, psychosocial, developmental) early and address these needs through accessible and coordinated supports.

**ATTACHMENT C – WORK PLAN
DETAIL**

OBJECTIVE	TASKS	PERFORMANCE MEASURES
Objective Name: Component One Implement Sexual Health Education	Task Name: Select EBPs	Performance Measure Name: Youth Attendance
1. (Required) Implement comprehensive, evidence-based, age appropriate sexual health education	1.1 Select evidence-based programs (EBPs) from Attachment 4 that are appropriate for the selected population(s).	1.1.1 Percent of youth attending EBPs who complete at least 75% of the EBP sessions. Performance Measure Name: Evaluation Tools 1.1.2 Percent of EBP fidelity checklists and other evaluation tools that are completed following implementation of EPB(s) and are submitted electronically to the ACT CCA within two weeks of the last session.
	Task Name: Recruit EBP Sites	Performance Measure Name: Youth Attendance
	1.2 Recruit EBP sites. Meet with key officials to explain all of the components of the EBP. Execute written agreements with these sites to obtain their agreement that all components of EBP(s) are implemented with fidelity.	1.2.1 Percent of youth attending EBPs who complete at least 75% of the EBP sessions. Performance Measure Name: Evaluation Tools 1.2.2 Percent of EBP fidelity checklists and other evaluation tools that are completed following implementation of EPB(s) and are submitted electronically to the ACT CCA within two weeks of the last session.
	Task Name: EBPs Meet Needs	Performance Measure Name: Youth Attendance
	1.3 Ensure EBPs meet needs of priority population(s), including: culture, ethnicity, race, religion, language, youth w/special healthcare needs or special learning abilities, gender, & sexual orientation. Youth defined as individuals between ages 10–21.	1.3.1 Percent of youth attending EBPs who complete at least 75% of the EBP sessions. Performance Measure Name: Evaluation Tools 1.3.2 Percent of EBP fidelity checklists and other evaluation tools that are completed following implementation of EPB(s) and are submitted electronically to the ACT CCA within two weeks of the last session.
	Task Name: EBP Adaptations	Performance Measure Name: Youth Attendance

	1.4 Ensure that any adaptations that are needed for implementing EBPs are approved by the ACT CCA prior to EBP implementation.	1.4.1 Percent of youth attending EBPs who complete at least 75% of the EBP sessions.
	Task Name: Health Educator (HE) Standards	Performance Measure Name: N/A
	1.5 CAPP organization hires qualified Health Educators that meet minimum standards as listed in Attachment 2 of RFA.	1.5.1 N/A
	Task Name: Health Educator Training	Performance Measure Name: Health Educator Training
	1.6 Ensure educators who deliver EBP(s) have experience & knowledge to implement EBP with fidelity. Educators complete mandatory trainings prior to implementing EBPs, participate in CAPP monthly calls w/DOH, & attend COE webinar/training activities.	1.6.1 Percent of Health Educators that have finished the mandatory trainings prior to implementation of EBPs.
		Performance Measure Name: Training Activities Attended
		1.6.2 Total number of attended CAPP monthly calls with DOH and attendance of ACT CCA webinar/trainings and other activities.
	Task Name: Complete Evaluation Tools	Performance Measure Name: Evaluation Tool Completion
	1.7 Health Educators complete evaluation tools following EBP implementation and submit to ACT COE.	1.7.1 Percent of EBP fidelity checklists and other evaluation tools that are completed following implementation of EPB(s) and are submitted electronically to the ACT CCA within two weeks of the last session.
	Task Name: Health Educator Supervisor (HES) Standards	Performance Measure Name: N/A
	1.8 CAPP organization hires qualified Health Educator Supervisor that meets minimum standards as listed in Attachment 2 of RFA.	1.8.1 N/A
	Task Name: HES Observe Health Educators	Performance Measure Name: Health Educator Observations
	1.9 HES supervises 4-6 HEs, ensures HEs deliver EBP(s) have experience & knowledge to implement EBP w/fidelity. Conduct observation of all CAPP educators implementing EBPs at least	1.9.1 Number of observations completed for Health Educators using tool developed by DOH/ACT CCA bianually. Note: Additional observations done if improvement needed, observations available for review by DOH.

	twice a year. Provides guidance & direction for improvement as needed.	
	Task Name: Community Representative	Performance Measure Name: N/A
	1.10 Health Education Supervisor serves as principal representative in targeted communities to provide community and public education and awareness of family planning services.	1.10.1 N/A
	Task Name: Identify EBP Venues	Performance Measure Name: N/A
	1.11 Identify venues for delivery of EBPs including reviewing all components of the EBP with appropriate site officials and secures their commitment to implement program with fidelity.	1.11.1 N/A

**ATTACHMENT C – WORK PLAN
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OBJECTIVE	TASKS	PERFORMANCE MEASURES
Objective Name: Component One Parent-Child Communication	Task Name: Identify Strategies	Performance Measure Name: Parents Receiving Education Activities
2.(Optional) Implement evidence-based or best practice parent education strategies to improve parent-child communication on sexual health topics that include education on contraception.	2.1 Identify evidence-based or best practice strategies to improve knowledge and communication skills related to adolescent sexual health, sexual health behaviors and family planning.	2.1.1 Number of parents receiving evidence-based or best practices parent education activities on how to talk with their teens about sexual health and family planning.

**ATTACHMENT C – WORK PLAN
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OBJECTIVE	TASKS	PERFORMANCE MEASURES
Objective Name: Component One Increase Preventive Services	Task Name: Identify Barriers to Access	Performance Measure Name: Number of Referrals
3.(Required) Increase the percentage of adolescents who receive preventive reproductive health care services.	3.1 Using the information from identifying community resources and needs, identify specific factors and barriers that impede youth access to confidential reproductive health and family planning services in priority communities.	3.1.1 Number of adolescents who received referrals for preventative health care services.
	Task Name: Letter(s) of Agreement	Performance Measure Name: Letter(s) of Agreement

	3.2 If applicable, obtain letter of agreement from Article 28 providers signed by authorized official, agreeing to: accept referrals including Medicaid; assessment & referral; provide full range medical family planning services; & follow-up agreements.	3.2.1 If applicable, letter(s) of agreement from Article 28 provider(s) are provided.
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**ATTACHMENT C – WORK PLAN
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OBJECTIVE	TASKS	PERFORMANCE MEASURES
Objective Name: Component Two Engage Youth	Task Name: Incorporate Youth in Program Planning & Implementation	Performance Measure Name: Number of Youth Participating
4.(Required) Increase the percent of youth-serving programs that engage youth, particularly youth representative of populations impacted by health disparities (including racial and social injustice) in program planning and implementation.	4.1 Incorporate youth-voice and youth-led development of programs that engage youth, particularly youth representative of populations affected by health disparities (including racial and social justice) in program planning & implementation.	4.1.1 Number of youth participating in programs that are representative of populations impacted by health disparities.
	Task Name: Identify Activities	Performance Measure Name: Identify Activities
	4.2 Identify activities to engage youth in program planning & implementation.	4.2.1 Number of activities identified to engage youth in program planning & implementation.

**ATTACHMENT C– WORK PLAN
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OBJECTIVE	TASKS	PERFORMANCE MEASURES
Objective Name: Component Two Increase Supports	Task Name: Create Referral Mechanism	Performance Measure Name: Number Youth Referred
5.(Required) Increase specific activities to promote the wellness of adolescents, including promoting and facilitating routine well visits, reproductive health care, oral health, and behavioral health while addressing the special needs of adolescents.	5.1 Create relationships in the community to develop a mechanism for referrals for youth for services outside the scope of the CAPP initiative.	5.1.1 Number of youth who are referred when needed to services within their communities for physical, social, emotional, educational, and developmental support and services.
	Task Name: Identify Activities	Performance Measure Name: Identify Activities
	5.2 Identify activities to engage youth in program planning & implementation.	5.2.1 Number of activities identified to engage youth in program planning & implementation.