

## **Program Element #19: Program Design and Evaluation Services (PDES)**

### **OHA Program Responsible for Program Element:**

Public Health Division/Office of the State Public Health Director/Program Design and Evaluation Services

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to deliver the PDES of applied public health data collection, research, evaluation and consultation services during the term of this Agreement to the satisfaction of OHA.

This Program Element, and all changes to this Program Element are effective the first day of the month noted in the Issue Date section of Exhibit C of the Financial Assistance Award unless otherwise noted in the Comments and Footnotes of Exhibit C of the Financial Assistance Award.

2. **Definitions Specific to Program Design and Evaluation Services (PDES).**

Not applicable

3. **Alignment with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon's Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

- a. **Foundational Programs and Capabilities:** All services detailed in this Program Element fall under the Foundational Capability of Assessment and Evaluation. LPHA provides research and evaluation services to multiple OHA Public Health Division programs, thus increasing the program's assessment and evaluation capabilities.

- b. **The work in this Program Element helps Oregon's governmental public health system achieve the following Public Health Accountability Metric:**

Not applicable

- c. **The work in this Program Element helps Oregon's governmental public health system achieve the following Public Health Modernization Process Measure:**

Not applicable

4. **Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:

- a. **Staffing Requirements and Staff Qualifications.** LPHA must assign qualified staff to provide the services, as may be required by the nature of the particular service. Assigned staff should include doctoral level psychologists, health educators, sociologists, epidemiologists, and masters-level research staff, as appropriate.

- b. LPHA will submit a work plan and budget for OHA approval for each activity area noted below. OHA will retain the work plan and budget on file. LPHA will comply with the approved work plan and budget on file with OHA for the element.

- c. Each of following specific PDES must be delivered in accordance with the indicated procedural and operational requirements and to OHA satisfaction:

- (1) **Administration of Behavioral Risk Surveys Unit (PE19-01)**

The purpose of the Administration of Behavioral Risk Surveys Unit (Survey Unit) is to have LPHA management of the operation of the Survey Unit. The Survey Unit is responsible for coordination of the Behavioral Risk Factor Surveillance System (BRFSS)

and the Student Health Survey (SHS). The BRFSS is a collaborative project of the CDC and U.S. states and territories. The objective of the BRFSS is to collect uniform, state-specific data on preventive health practices and risk behaviors that are linked to chronic diseases, injuries, and preventable infectious diseases in the adult population. BRFSS data is collected monthly via telephone survey, and the data is managed and analyzed on an annual schedule. Factors assessed by the BRFSS include tobacco use, physical activity, dietary practices, safety-belt use, and use of cancer screening services, among others. SHS is Oregon's effort to monitor the health and well-being of adolescents. An anonymous and voluntary school-based survey, SHS is conducted annually among 6th, 8th and 11th grade students statewide. The SHS survey incorporates data from two preceding youth surveys: the Oregon Healthy Teens Survey and the Student Wellness Survey.

LPHA's responsibilities:

- (a) Provide technical oversight of the Survey Unit.
- (b) Manage the PDES portion of the Survey Unit budget.
- (c) Meet regularly with both the State Epidemiologist and Deputy State Epidemiologist to provide updates and receive direction regarding BFRSS and SHS administration.

**(2) Evaluation Support for Public Health Modernization (PE19-14)**

The purpose of Evaluation Support for Public Health Modernization is to have LPHA provide evaluation services related to the modernization of the public health surveillance system and evaluation of public health modernization in Oregon.

LPHA's responsibilities:

- (a) Modernization of Oregon Behavioral Risk Factor Surveillance System (BRFSS) and Student Health Survey (SHS):
  - (i) Convene a youth data council comprised of diverse Oregon youth to inform SHS content, dissemination, and direction
  - (ii) Code and analyze open-ended responses from 2022 SHS administration with an equity lens
  - (iii) Convene and run a SHS survey content committee to design 2025 SHS questionnaire
  - (iv) Explore the feasibility of creating an online and interactive Oregon Health Data Center for BRFSS and SHS.
  - (v) Develop, execute, and manage contracts with community partners for direction of survey modernization efforts
  - (vi) Design, implement, and manage a BRFSS address-based sampling, push-to-web survey
  - (vii) Convene a workgroup to develop social determinants of health questions for BRFSS
- (b) Work with OHA modernization evaluation contractor to evaluate public health modernization in Oregon:
  - (i) Administer, analyze and report data for the 2023-2025 modernization evaluation including focus groups and surveys of modernization funded partners

- (ii) Support Modernization Evaluation Working Group and Technical Panel meetings
- (iii) Support presentations of the Modernization Evaluation findings to internal and external partners including PHD Executive Leadership, Public Health Advisory Board, CHLO, and CBO partners
- (iv) Support development of 2023-2025 Modernization Evaluation Report

**(3) Support to Public Health Institutional Review Board (PE19-21)**

The purpose of the Public Health Institutional Review Board (PH IRB) is to review research studies and ensure that the rights and wellbeing of people who are subjects in research are adequately protected. LPHA will fulfill the role of Chairperson on the PH IRB by delegating an individual to serve as Chairperson.

LPHA's responsibilities:

- (a) Play a leadership role in establishing and implementing PH IRB policy.
- (b) Represent the PH IRB in discussions with other organizations and federal authorities.
- (c) Direct the proceedings and discussion of the monthly Board meetings.
- (d) Vote on all protocols reviewed at full committee meetings.
- (e) Understand ethical issues, state law, institutional policy, and federal regulations that are applicable to studies reviewed by the PH IRB.
- (f) Review and sign (or authorize for signature) PH IRB response and determination letters to investigators.
- (g) In collaboration with the PH IRB Coordinator, promptly review and make decisions regarding submitted research proposals and the investigators' responses to PH IRB conditions.

**(4) Evaluation and Consultation Support for Core State Injury Prevention Program Grant (PE19-34)**

The purpose of Evaluation and Consultation Support for Core State Injury Prevention Program Grant is to evaluate and support the activities of the OHA Injury and Violence Prevention Program on the CDC awarded Core State Injury Prevention Program (Core SIPP) Grant.

The LPHA's local work plan for this element must include only activities that would be allowed under Core SIPP, and at a minimum the following:

- (a) Providing general evaluation support as needed for SIPP grant activities.
- (b) Supporting implementation of Return to School best practices for students with traumatic brain injuries.

**(5) Evaluation of Oregon Aid and Assist Population (PE19-35)**

The purpose of Evaluation of Oregon Aid and Assist Population is to support OHA in producing an Annual Report on community restoration activities for public access and to develop an Annual Legislative Report based on the Annual Report to support OHA's legislative policy goals.

LPHA's responsibilities:

- (a) Combine FY25 Annual Report and Annual Legislative Report.

- (b) Create brief slide deck to accompany combined report.
- (c) Create template for Annual Report.
- (d) Provide first draft of FY26 Annual Report.

**(6) Opioid Settlement Prevention, Treatment, and Recovery (PE19-37)**

The purpose of Opioid Settlement Prevention, Treatment, and Recovery (OSPTR) project is to provide assessment and evaluation support related to efforts funded by the OSPTR Board from Oregon’s opioid settlement funds (House Bill 4098 (2022)).

LPHA’s responsibilities:

- (a) Support evaluation of OSPTR Board-related efforts:
  - i. Meet regularly with OHA Injury and Violence Prevention Program (IVPP) staff to plan for evaluation and review results
  - ii. Collaborate with other partners to implement the evaluation of specific efforts funded by the settlement
  - iii. Contribute to summary reports of findings with recommendations
  - iv. Work with evaluation team partners to develop a comprehensive evaluation plan, with recommendations about funding needed to implement the plan
- (b) Conduct an evaluation of Save Lives Oregon Harm Reduction Clearinghouse:
  - i. Meet regularly with Clearinghouse and IVPP staff to plan for evaluation and review results
  - ii. Create an evaluation plan
  - iii. Implement evaluation, and provide a summary of evaluation findings for discussion
  - iv. Create a final evaluation report that includes recommendations

**(7) Substance Abuse and Mental Health Services Administration (SAMSHA) Partnerships for Success (PFS) Project (PE19-38)**

The purpose of SAMSHA Partnerships for Success (PFS) Project is to provide assessment and evaluation support related to SAMSHA-funded activities that aim to build a statewide substance use prevention infrastructure and partnerships.

LPHA’s responsibilities:

- (a) Support assessment and evaluation for Oregon efforts relevant to substance use prevention, from a public health lens:
  - i. Meet regularly with OHA Health Promotion Chronic Disease Prevention (HPCDP) and OHA Injury and Violence Prevention Program (IVPP) staff to plan for evaluation and review results
  - ii. Collaborate with HPCDP/IVPP to support creation and implementation of the evaluation plan
  - iii. Draft logic model, evaluation framework and supporting plan
  - iv. Align evaluation framework with other substance use prevention efforts
  - v. Produce a 2-page report summarizing deliverables and recommendations for Year 3 evaluation activities

**(8) Performance Measure Support of Public Health Infrastructure Grant (PHIG) (PE19-39)**

The purpose of the Performance Measure Support for the Public Health Infrastructure Grant (PHIG) is to collect, analyze, summarize, and report performance measure data for the OHA Public Health Division (PHD).

LPHA's responsibilities:

- (a) Administer, analyze and report LPHA Hiring Survey
- (b) Prepare presentations to share LPHA Hiring Survey results with PHD leadership
- (c) Collect and report PHD hiring data
- (d) Work with OHA Human Resources to collect and report performance measures for retention rate and hiring timelines
- (e) Consult on PHD PHIG Targeted Evaluation Plan and corresponding CDC reporting

**(9) Support to Adolescent and School Health (ASH) Program (PE19-40)**

The purpose of Support to Adolescent and School Health (ASH) Program is to provide applied research and evaluation support to ASH programs and grantees.

LPHA's responsibilities:

- (a) Support data collection, reporting and analysis for the school health service models, including School Based Health Centers (SBHCs), School-Linked Programs (telehealth and mobile clinics) and school nursing
- (b) Design surveys and support survey development and implementation for school-related assessments
- (c) Provide technical assistance to ASH grantee sites regarding data collection for School-Linked programs and school nursing program grantees
- (d) Perform quantitative and qualitative analysis of collected data, including statistical trends and forecasts
- (e) Develop quality assurance and standardization processes for data collected from school health service providers
- (f) Incorporate feedback from partners in designing methods and data collection tools
- (g) Support evaluation of school health service models

**(10) Support to Health Promotion Chronic Disease Program (HPCDP) (PE19-41)**

The purpose of Support to Health Promotion Chronic Disease Prevention (HPCDP) Program is to provide analytic and research capacity around youth engagement and strategic planning in support of preventing electronic nicotine delivery systems (ENDS) use.

LPHA's responsibilities:

- (a) Perform quantitative and qualitative analysis of Student Health Survey (SHS) data to assess risk and protective factors contributing to ENDS use, including statistical trends and forecasts
- (b) Produce data products using SHS data for dissemination to PHD program staff, LPHAs and school districts
- (c) Provide analytic support and technical assistance to the Youth Data Council

(YDC) comprised of diverse Oregon youth to inform SHS content, dissemination, and direction

- (d) Offer consultation, technical assistance and communication support for HPCDP during the strategic planning process to engage youth
- (e) Collaborate closely and communicate with HPCDP, ASH, PDES, YDC, and other PHD program partners to support youth engagement activities and inform the youth engagement plan
- (f) Regularly attend team meetings for the Surveillance, Evaluation and Epidemiology Team (SEET) in HPCDP and act as a liaison between three sections: HPCDP, ASH, and PDES

**5. General Revenue and Expense Reporting.** LPHA must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of the Agreement. These reports must be submitted to OHA each quarter on the following schedule:

<b>Fiscal Quarter</b>	<b>Due Date</b>
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

**6. Performance Measures.**

Not applicable