

FY 2014 Final CRFP-CPEST Bi-Annual Progress Report Guidance

I. Performance Measure Action Plan (PMAP)

A. Examples of *Acceptable* Rationales for PMs not met

Education

- Funding in a specific cost center (FC01N Non-Clinical or FC02N – Clinical) or line item (e.g., advertising) was reduced from the prior fiscal year.
- Staff changes or extended vacancy (please explain).
- Activities to be conducted in the future (Month/Date), or during cancer awareness month.

Screening

- Delayed submission of provider reports (e.g. pathology, results, or recall).
- X number of client(s) received insurance after enrollment, or EVS status not up-to-date during eligibility determination.

B. Examples of *Unacceptable* Rationales for PMs not met

- Confusion between Form 1 and 2.
 - E.g. Form 1 rationale refers to media-related activities, rather than direct, verbal education of audience identified in the PM
- PM is listed as being ‘On Target,’ when it is not (based on database verification)
- “Will try to educate or target more HCPs” (without specifying how).

II. Progress Report Narrative

A. Major Program Accomplishments/Highlights

i. General Public Education and Outreach Activities (Please indicate Form 1, Form 2, or Both)

- a. July 18, 2013 – Farmer’s Market booth: One-on-one, brief CRC education provided to approximately 67 attendees (Form 1).
- b. August 2, 2013 - Placed program information and health education materials at various medical offices and health care facilities. (Form 2).

ii. Minority Outreach Activities

- a. October 26, 2013 - Mini Community Festival at JTs Kitchen Shopping Center, sponsored by Calvert County Minority Business Alliance-93 people attended (educated 20 (Form 1) and targeted/reached 73 (Form 2)
- b. 9/14/13 – Paint the City Pink After “In the Street” – Breast and Colon Cancer Disparities In the African Community sponsored by the Faith Striders. Information was presented to 60 residents on eliminating the gap of health disparity by accessing screening opportunities for breast and colon cancer, and utilizing private insurance or local health department. (Form 1)

iii. Health Care Professional (HCP) Education and Outreach Activities

- a. December 12, 2012 –Presentation provided to patient navigators at FQHCs describing new eligibility criteria due to the Affordable Care Act (Form 1)
- b. 8/6/13 - Letter mailed to 42 physician offices informing them that our program is expanding eligibility guidelines to include persons age 40-49 (Form 2).
- c. 10/1/13 - A “Breast Cancer Fact Sheet” was published in the [Name] County Department of Health and Human Services Newsletter; sent to all Health and Department of Social Services staff. (Form 2)

- **List the names of signed contracts with HSCRC-regulated facilities**

In accordance with the approved conditions of award the Local Health Department shall submit copies of signed contracts with HSCRC regulated facilities within 30 days of execution of an agreement. List the names

of any HSCRC-regulated facilities that you have an executed contract. If the program has not previously provided a copy of the executed contract to the CCPC, CRFP Unit then include a copy with the progress report. If the program does not have or plan to have any contracts with a HSCRC-regulated facility contracts please indicate **"No HSCRC Contracts."**

- **Maryland Comprehensive Cancer Control Plan, 2011**

Please describe how your program activities address the Goals, Strategies, and Objective of the MCCCCP. Please do not leave this section blank.