

**Long Term Outcomes:**      **1- Manitoba has a sustainable province-wide system that integrates risk factor surveillance into community planning.**  
**(5 years +)**                      **2- Evidence that the risk factor surveillance system has influenced policy and programs.**

<b>1) OUTCOME: An effective, well-coordinated network with an engaged membership.</b>				
<b>OBJECTIVES</b>	<b>KEY ACTIVITIES</b>	<b>RESOURCES</b>	<b>STATUS</b>	<b>LEAD</b>
Engage membership in the work of PPHL	<ul style="list-style-type: none"> <li>- 3 membership meetings annually (including AGM)</li> <li>- Coordinating Committee meetings (7/year)</li> </ul>	<p><b>Existing (committed) – 24,985.00</b></p> <p>Membership Meetings = 15,400.00 (in-kind) (22x20hrsx35/hr)</p>	Ongoing	Coordinating Committee
Establish partnerships that will support the development, implementation, utilization and sustainability of the surveillance system	<ul style="list-style-type: none"> <li>- Identify and engage key stakeholders</li> </ul>	<p>Coordinating Committee = 8505.00 (in-kind) (9x7mtgsx3hrsx45/hr)</p> <p>Administrative Support = 1080.00 (in-kind) (10mtgsx6hrsx18/hr)</p> <p>CCMB - TBD</p>	Ongoing	Coordinating Committee
Advocate for the implementation and sustainability of the surveillance system.	<ul style="list-style-type: none"> <li>- Ensure commitment from Education and HLYS for next cycle of YHS</li> </ul>	Health in Common - TBD	Ongoing	Coordinating Committee and Membership

2) OUTCOME: Shared understanding and support for a province wide surveillance system.				
OBJECTIVES	KEYACTIVITIES	RESOURCES	STATUS	LEAD
Secure required resources for the ongoing implementation and utilization of the Youth Health Survey	<ul style="list-style-type: none"> <li>- Contact each RHA to confirm commitment to next cycle of YHS</li> <li>- In consultation with YHS WG, determine additional needs</li> <li>- Access resources based on identified needs (submit proposals, develop partnerships etc.)</li> </ul>	<p><b>Anticipated (still needed) – 9,000</b></p> <p>PPHL Coordinator – 9,000 (in-kind from CCMB) (.2 EFT at 45k)</p> <p>*The actual resources needed for development, implementation and utilization of YHS and ARFS show up under outcomes 3 &amp; 4, this reflects what is needed to access those resources (submitting proposals).</p>	Ongoing	Coordinating Committee and YHS WG
Secure required resources for the development of Adult Risk Factor Surveillance (ARFS)	<ul style="list-style-type: none"> <li>- In consultation with ARFS WG, determine additional needs</li> <li>- Access resources based on identified needs (submit proposals, develop partnerships etc.)</li> </ul>		Ongoing	Coordinating Committee and ARFS WG
Secure funding for the sustainability of the community based system	<ul style="list-style-type: none"> <li>- Develop a plan and budget for the ongoing community based system</li> <li>- Identify potential funding sources</li> <li>- Complete and submit funding applications</li> </ul>		Ongoing	Coordinating Committee

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<p>Evaluate PPHL (including CLASP and documenting elements of success)</p>	<ul style="list-style-type: none"> <li>- Complete CLASP case study</li> <li>- Develop evaluation framework for PPHL logic model</li> <li>- Determine evaluation priorities for next two years and implement (data collection etc.)</li> </ul> <p>**See Appendix A for CLASP objectives and activities</p>	<p><b>Existing (committed) - 117,500.00</b></p> <p>CLASP funding – 102,500.00 (Oct '09 to Mar '12 112,500 minus 10k for YHS)</p> <p>Health in Common – 5,000 (in-kind) (develop evaluation framework and collection tools)</p>	<p>See Appendix A for details</p>	<p>Coordinating Committee and CLASP Team</p>
<p>Participate in the development of a Primary Prevention System.</p>		<p><b>Existing (committed)</b></p> <p>Two PPHL Coordinating Committee members to attend each meeting</p> <p><b>Anticipated (still needed)</b></p> <p>TBD</p>	<p>Ongoing</p>	<p>Coordinating Committee</p>

3) OUTCOME: Tools, processes and protocols for the surveillance system developed, implemented and utilized.				
OBJECTIVES	KEY ACTIVITIES	RESOURCES	STATUS	LEAD
Revise and implement the process for the Youth Health Survey	**See Appendix B for YHS workplan and activities (including both Tools & Methods and KE sub-groups)	<p><b>Existing (committed) – 282,485.00</b></p> <p>HSFM - 25K per year (small grants for RHA implementation)</p> <p>CCMB – 220K for analysis (in-kind)</p> <p>YHS Working Group =12320.00 (in-kind) (22x35/hrx4hrsx4)</p> <p>YHS tools and methods task group =6825.00 (in-kind) (13x3hrsx5mtgsx35/hr)</p> <p>Health in Common - 8340.00 to date (in-kind) (tool revision)</p> <p>CLASP – 10,000</p> <p><b>Anticipated (still needed) – 825,000.00</b></p> <p>RHAs (in partnership with school divisions) – 75k x 11= 825k (in-kind) for implementation (commitment not finalized)</p>	<b>Data collection planned for 2012</b>	YHS Working Group

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<p>Increase awareness of the value of practice based evidence</p>	<p>**See Appendix C for ARFS workplan and activities</p>	<p><b>Existing (committed) – 52,875.00</b></p> <p>ARFS WG (Forum) = 2240.00 (in-kind) (35/hrx8peoplex8hrs)</p> <p>MHHL – 37,500</p> <p>Health in Common – 13,135.00 (remaining from Chaos to Clarity)</p> <p><b>Anticipated (still needed)</b></p>	<p>See Appendix C for details</p>	<p>ARFS Working Group</p>
<p>Shared understanding and support for a province wide ADULT community based surveillance system</p>	<p>**See Appendix C for ARFS workplan and activities</p>	<p><b>Existing (committed) – 4480.00</b></p> <p>ARFS WG meetings = 4480.00 (in-kind) (8x35/hrx4hrsx4mtgs)</p> <p><b>Anticipated (still needed) - TBD</b></p>	<p>See Appendix C for details</p>	<p>ARFS Working Group</p>
<p>Develop the tools and process for the Adult Risk Factor Survey</p>	<p>**See Appendix C for ARFS workplan and activities</p>	<p><b>Existing (committed)</b></p> <p><b>Anticipated (still needed) - TBD</b></p>	<p>See Appendix C for details</p>	<p>ARFS Working Group</p>

4) OUTCOME: Active knowledge development and exchange between groups and sectors.				
OBJECTIVES	KEY ACTIVITIES	RESOURCES	STATUS	LEAD
Facilitate knowledge development and exchange	<p>**See Appendix B for YHS workplan and activities</p> <p>**See Appendix D for the purpose and activities of the DARP committee</p>	<p><b>Existing (committed annually) – 583,380.00 plus CCS KEN</b></p> <p>RHAs (in partnership with school divisions) - 50K x 11 = 550K per annum (in-kind)</p> <p>YHS KDE task group = 3460.00 (in-kind) (13x35/hrx2hrx4)</p> <p>CCMB – 25K for secondary analysis (in-kind)</p> <p>CCS KEN – TBD (in-kind)</p> <p>Health in Common - 3K - for website (in-kind)</p> <p>Data Access Review Panel (6x2hrsx4mtgs) x40/hr = 1920.00 (in-kind)</p> <p><b>Anticipated (still needed) - TBD</b></p>	See Appendices B & D for details	YHS Working Group

**RESOURCES to date**

**Existing 1,065,705.00 – (cash 118,135.00/in-kind 947,570.00)**  
**Anticipated (still needed) – 834,000 in-kind, plus TBD**

**APPENDIX A: CLASP CASE STUDY OBJECTIVES AND ACTIVITIES**

The specific objectives of the MB case study include:

1. To document and understand the context and events that led to the development of PPHL and the YHS.
2. To understand PPHL member perspectives on PPHL's ability to function as a network of partners.
3. To explore youth risk factor surveillance (RFS) activities in Manitoba.

**PERIOD: October 2009 – March 2010**

<b>Activities to be Accomplished</b>	<b>Original Anticipated Start Date</b>	<b>Original Anticipated End Date</b>	<b>Status as of July 2011</b>
<b>Aim 2</b>			
Conduct key informant interviews (with individuals & groups) from all provinces	15-Oct-09	30-Nov-09	Complete
Convene provincial case study teams and selective advisors	1-Nov-09	30-Nov-09	Complete
Participate in consultation on priorities for learning from provincial case studies	15-Oct-09	30-Nov-09	Complete
Contribute to development of case study methodology, including a networked pan Canadian team	15-Oct-09	31-Dec-09	Complete
Implementation of the case study protocol in MB	4-Jan-10	31-Mar-10	Complete
<b>Aim 3</b>			
Conduct relationship building activities (e.g. invited meetings, targeted consultations) to strengthen existing teams in MB	9-Oct-09	31-Mar-10	Complete
Develop plans to strengthen existing teams within MB	9-Oct-09	31-Dec-09	Complete
Share experiences with other provinces	9-Oct-09	31-Mar-10	Complete

**PERIOD: April 2010 – September 2010**

<b>Activities to be Accomplished</b>	<b>Original Anticipated Start Date</b>	<b>Original Anticipated End Date</b>	<b>Status as of July 2011</b>
<b>Aim 1</b>			
Plan logistics and format of provincial forums integrating lessons from the National Forum (on joint priorities)	1-Aug-10	31-Aug-10	Complete
Synthesize key literature to inform provincial forums	1-Sep-10	continues in next period	Complete
<b>Aim 2</b>			
Implement provincial evaluations of knowledge exchange and development (KDE) models using common measures and processes in MB	1-Apr-10	30-Jun-10	Complete
Produce an in-depth case study of models for KDE in youth health in MB	1-Jul-10	31-Aug-10	Complete
Document lessons from single & cross case analyses	1-Jul-10	31-Aug-10	Complete

**PERIOD: October 2010 – March 2011**

<b>Activities to be Accomplished</b>	<b>Original Anticipated Start Date</b>	<b>Original Anticipated End Date</b>	<b>Status as of July 2011</b>
<b>Aim 1</b>			
Synthesize key literature to inform provincial forum (on joint priorities)	continued from previous period	31-Oct-10	Complete
Implement a follow-up forum in MB (on joint priorities)	1-Nov-10	30-Dec-10	Complete



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<b>Activities to be Accomplished</b>	<b>Original Anticipated Start Date</b>	<b>Original Anticipated End Date</b>	<b>Status as of July 2011</b>
Contribute to the development of a set of shared priorities for mobilizing evidence and generating evidence for youth health action at national and provincial levels	1-Oct-10	30-Mar-11	Complete
<b>Aim 2</b>			
Contribute to the identification of implications of case studies and develop plans to act on these, including sharing at Peer Learning Forum (on knowledge exchange capacity)	1-Oct-10	30-Mar-11	Complete
<b>Aim 3</b>			
Contribute to background document for the Peer Learning Forum (on knowledge exchange capacity), synthesizing lessons from <i>Youth Excel</i> to date	3-Jan-11	31-Mar-11	Complete

**PERIOD: April 2011- September 2011**

<b>Activities to be Accomplished</b>	<b>Anticipated Start Date</b>	<b>Anticipated End Date</b>	<b>Status as of July 2011</b>
<b>Aim 1</b>			
Contribute to the development and implementation of plans to respond to at least the top three priorities	1-Apr-11	continues in next period	
Contribute to the development of effective protocols for setting priorities for evidence generation and use at national and provincial levels	1-Apr-11	30-Sep-11	
Put agreements in place for sharing data and using data for scientific and practical purposes	1-Apr-11	continues in next period	
<b>Aim 2</b>			
Implement follow-up forum (on knowledge exchange capacity) in MB	1-May-11	30-Jun-11	
Engage case study stakeholders in reviewing findings for accuracy	May-11	30-June-11	
Disseminate case study findings	May-11	continues in next period	

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Activities to be Accomplished	Anticipated Start Date	Anticipated End Date	Status as of July 2011
Develop publications based on MB case study and cross-case lessons			

**PERIOD: October 2011 – March 2012**

Activities to be Accomplished	Anticipated Start Date	Anticipated End Date	Status as of July 2011
<b>Aim 1</b>			
Potentially complete pilot data collection on common indicators and identify implementation lessons (at least three provinces will become involved in this activity)	1-Oct-11	31-Mar-12	
Plans developed and implemented to respond to at least the top three priorities	continued from previous period	31-Mar-12	
Agreements in place for sharing data and using data for scientific and practical purposes	continued from previous period	31-Mar-12	
<b>Aim 2</b>			
Disseminate case study findings	May-11	31-March-12	
Develop publications based on MB case study and cross-case lessons			

**APPENDIX B: YOUTH HEALTH SURVEY WORKPLAN (UPDATED MAY, 2011)**

<b>Objectives</b>	<b>Activities</b>	<b>Responsibility</b>	<b>Timeline/Status</b>
1.0 Creation of updated Youth Health Survey Tool	1.1 Conduct environmental scan of existing chronic disease risk factor surveillance tools (ie BRFSS, RRFSS, SHAPES, CCHS, Youth Smoking Survey, etc)	Elizabeth Harland	June 30/10 Complete
	1.2 Review sample tools to create “dictionary” of questions for a Manitoba YHS.	Tools Task Group Elizabeth Harland	July 15/10 Complete
	1.3 Determine which data from YHS 06-08 is being used. Plan for and undertake consultations (ie focus groups, surveys or key informant interviews) with those involved in implementing the original tool in 2008 and those who received the reports – including youth. (Need 2012 survey to maintain some consistency with previous version for comparing data).	Kate McGarry & Youth Excel Research Team  Elizabeth Harland	Sept 30/10 Complete
	1.4 Create expert groups to advise on the survey content (ie nutrition, physical activity, tobacco use, injury, sexual health, mental health, substance use, etc) and methods.	Tools Task Group Health in Common	Sept 30/10 Complete
	1.5 Expert groups meet and choose questions to recommend from dictionaries.	Health in Common	Dec 1/10 Complete
	1.6 Develop the core content and/or additional modules of the updated Youth Health Survey tool.	Methods Task Group	Nov 1/11 Tools Task Group Complete. Draft tool passed on to Methods Task Group.
2.0 Creation of updated Youth Health Survey Methodology	2.1 Conduct environmental scan of methods and validation techniques to create “dictionary” of methods for a Manitoba YHS.	Elizabeth Harland	June 30/10
	2.2 Evaluate methods from previous survey through consultations with end-users.	Kate McGarry &	Dec 31/10

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		Youth Excel Research Team	
	2.3 Methods experts to meet and determine methodology ie. Sampling, attaching identifiers, and direct measures	Methods Task Group	Sept 30/11
	2.4 Develop draft core content and/or additional modules of the updated YHS.	Methods Task Group	Nov 1/11
	2.5 Pilot test the revised Youth Health Survey tool and methodology.	Carly Leggett and Kate McGarry	Mar 1/12
	2.6 Analyze results of pilot test and amend tool and methodology as indicated.	Carly Leggett and Kate McGarry	May 1/12
3.0 Youth Health Survey Knowledge Development & Exchange	3.1 Continue to promote use of 2008 YHS results & supporting users in utilizing this information	YHS WG	Ongoing
	3.2 Review sample reports collected during environmental scan to create the 2012 YHS report	KE Task Group	
	3.3 Identifying champions	Grant McManes Youth Excel Research Team	Ongoing
	3.4 Follow up with stakeholder groups that have had presentations on the 2008 YHS results	Grant McManes/Brian Hatherly/Jane Griffith	
	3.5 Hosting a provincial share & learn	Grant McManes	Feb 28/2011
	3.6 Connect with RHAs to determine how they are using 2008 YHS reports	Kate McGarry Youth Excel	

				Research Team	
	3.7 Develop video highlighting success stories			KE Task Group	June 30/11
<b>3.0 Youth Health Survey- Knowledge Exchange Workplan</b>					
<b>TASK</b>	<b>ACTIVITY</b>	<b>RESPONSIBILITY</b>	<b>RESOURCES</b>	<b>TIMELINE</b>	<b>OTHER</b>
3.1 Continue to promote use of 2008 YHS results & supporting users in utilizing this information	Continue to explore possible avenues whereby information relative to the 2009 Provincial report can be shared Use a template format to capture the information from schools re: how they developed interventions based on the use of the data	Entire YHS WG	?	Ongoing	
3.2 Review sample reports collected from MB regions as well as New Brunswick and PEI,	To create/make recommendations re the 2012 YHS report. Committee recommends the same look and feel for all reports for next census	Kate McGarry plus KE workgroup.  Grant McManes to speak with Tannis Erickson and make recommendation to YHS-WG		June 2011  May YHS WG meeting	
3.3 Identifying champions in schools and RHA's	<ul style="list-style-type: none"> <li>- Identifying "What have they done, lessons learned, what do they need to keep it moving ahead, what can we learn from each other"</li> <li>- identify challenges (places that it didn't work &amp; how this is different from others who had successes)</li> <li>- Connect with RHAs to determine how they are using 2008 YHS reports</li> </ul>	<ul style="list-style-type: none"> <li>- Grant McManes</li> <li>- Youth Excel Research Team</li> <li>- Betty Kozak</li> </ul>	<ul style="list-style-type: none"> <li>- MPESA questionnaire</li> <li>- Ongoing dialogue</li> <li>- CDPI templates?</li> <li>- Youth Excel Provincial Case Study Report</li> </ul>	Ongoing. Report has been created by Kate from the MPESA questionnaires.	
3.4 Follow up with stakeholder groups that have had presentations	<ul style="list-style-type: none"> <li>-how has the survey helped you (have you used it, have the results helped you)</li> <li>-linking with Youth Excel (money to hold a forum)</li> </ul>	Brian Hatherly/Jane Griffith/Grant McManes	Check minutes from YHS- WG as to which groups this includes	June 2011	Grant has left a message with MAPC

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on the 2008 YHS results	-discussions about direct measures and sensitive topics				
3.5 Hosting a provincial share & learn	Create a "share and learn" from identified champion	Grant McManes & Kate McGarry	This will now be part of the 2011 February Healthy Schools conference	\$5K from Youth Excel- to be used to cover sub costs for teachers attending and participating as part of the YHS session	Session was well attended. Approx 40 Health Promoting Schools resources were dist. Evaluation report on substitute. Funding for HS has been completed
3.6 Create 1 pager of Provincial report highlights with accompanying Health Promotion messages	After creation provide to key organizations to continue to promote knowledge exchange. Org's such as MMA, MB Pharmaceuticals, MB Dentists, College of Registered Nurses,	- Kate McGarry and Betty Kozak to provide Kate with other examples of newsletter info		December 2010.  March 2011- Completed and gone to print. Distribute list could include: -Healthy Schools attendees -CLASP -PPHL Website -AGM -ARFS conference attendees -It will be translated into French	

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3.7 Discuss with Healthy Schools re connecting YHS data to HS Community Grant	Discuss with Andrea Lamboo-Miln re 2011-12 criteria	YHS- KE group		December 2010	
3.9 Continue to identify other knowledge exchange avenues outside of Manitoba	Submit an abstract to WARFS or prepare an abstract for e-learning sessions (ongoing) Explore CHNET-Works! Fireside Chat national webinar Canadian Best Practices Portal spotlight CAPTURE website	What does PPHL want to present? MB, PEI and NB are planning on submitting an abstract based on the Case Studies. Does PPHL want to submit something else in addition. We might want to discuss at the meeting.		WARFS abstract due May 25 <sup>th</sup> , 2011  CHNET-Works, Fireside chats, CARFS e-learning, Best practices portal, Capture - ongoing	

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3.10 YHS Video	Explore possibility of creating a video telling the story of the YHS similar to the CDPI video	<p>Grant McManes to discuss with Tannis Erickson to get approval from Coordinating committee.</p> <p>Carly Leggett will take the lead on this with input of ideas from the YHS KE group</p>	Funding - remaining funds from MB Health for YHS provincial KE	<p>Approval secured.</p> <p>Project started April with completion date of early fall 2011.</p>	
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**APPENDIX C: ADULT RISK FACTOR SURVEILLANCE WORKPLAN (UPDATED SPRING, 2011)**

<b>Outcome: Start-up funding secured</b>						
<b>Objectives</b>	<b>Activities</b>	<b>Specific Tasks</b>	<b>Anticipated resources</b>	<b>Timelines</b>	<b>Who</b>	<b>Completed</b>
To secure funding for information sessions and symposium	Complete Workplan for CDPI training dollars	Revise workplan to identify link with CDPI outcomes	None	Oct-09	Tannis Erickson/Cathy Steven	yes
	Explore other funding opportunities					
To secure funding for the development of ARFS	Develop Proposal	Develop position description	Health in Common secondment	31-Mar-10	Kate McGarry	yes
		Fill contract position				
		Gather information				
		Write proposal				
	Explore funding opportunities	Scan potential funding opportunities		1-Sep-11	Carly Leggett	ongoing
	Submit Proposals					
<b>Outcome: Increased awareness of the value of practice based evidence</b>						
<b>Objectives</b>	<b>Activities</b>	<b>Specific Tasks</b>	<b>Anticipated resources</b>	<b>Timelines</b>	<b>Who</b>	<b>Completed</b>
To design a provincial ARFS symposium	Assess Audience Needs	Identify Audience	CDPI Funding		TE, JA, CH, NM, JG, AM	
	Compile and Summarize Evidence	Evidence informed decision making			Jane Griffith and Kate McGarry	
		Existing surveillance tools			TE, JA, CH, NM, JG, AM	
		Lessons learned			TE, JA, CH, NM, JG, AM	
		Chaos to Clarity Presentations			Jane Griffith	
		Need To Know team materials			Nancy McPherson	
		Write backgrounder on Risk Factor Surveillance		Gather materials from BRFS conference		TE, JA, CH, NM, JG, AM
	Summarize Highlights				TE, JA, CH, NM, JG, AM	

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	Develop symposium content	Define outline for presentation			TE, JA, CH, NM, JG, AM	
		Design questions for focused conversation			TE, JA, CH, NM, JG, AM	
To deliver a provincial ARFS symposium	Present outline to networks	PPHL, CHAN, Planning, HPSEN, Primary Health Care			Jane Griffith	yes
	<b>Deliver provincial symposium "Growing Up: Expanding from Youth the Adult Risk Factor Surveillance"</b>	Contact regions to explore interest			TE, JA, CH, NM, JG, AM	
		Identify local champions			TE, JA, CH, NM, JG, AM	
		Define schedule for symposium			TE, JA, CH, NM, JG, AM	yes
		Deliver symposium		Jan-11	TE, JA, CH, NM, JG, AM	yes
<b>Outcome:</b>						
<b>Shared understanding and support of partners for a province-wide community based surveillance system</b>						
<b>Objectives</b>	<b>Activities</b>	<b>Specific Tasks</b>	<b>Anticipated resources</b>	<b>Timelines</b>	<b>Who</b>	<b>Completed</b>
To develop adult surveillance	Develop tools	Gather available tools	Dedicated Human Resources, Time and Funding (TBD)	Spring/Fall 2011	ARFS WG	
		Review existing tools				
		Adapt existing tools as necessary				
		Develop new tools if required				
	Establish processes	Gather available processes				
		Review Existing Ethics procedures				
		Review existing processes				
		Adapt existing processes as necessary				
		Develop new processes if required				
		Integrate into existing processes if possible				
	Develop protocols/policies	Identify new partnerships				
		Gather available protocols/policies				
		Review existing protocols/policies				

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		Adapt existing protocols/policies as necessary				
		Develop new protocols/policies if required				
		Integrate into existing protocols/policies if possible				
	Develop Budget	Review international examples				
		Develop budget based on chosen processes				
		Identify in-kind resources				
To engage partners	Information sessions with partners	Identify partners		Spring/Fall 2011	ARFS WG	
		Identify local champions				
		Design info sessions				
		Schedule sessions				
		Deliver sessions				
	Document unplanned opportunities	Report opportunities as they arise				
	Revise draft adult surveillance components	Compile feedback		Ongoing		
		Make changes to tools, processes, protocols, policies and budget		Ongoing		
To engage community members	Design information material/ methods	Identify Audience		Spring/Fall 2011	ARFS WG	
		Design materials				
		Identify public awareness opportunities				
		Pilot test content				
		Revise materials				
	Deliver information using various methods	Contact local agencies and organizations				
		Engage media and local resources				
Present public awareness materials						

#### **APPENDIX D: DATA ACCESS REVIEW PANEL (DARP) PURPOSE AND ACTIVITIES**

##### **Purpose:**

The Data Access Review Panel (DARP) will report to the PPHL Coordinating Committee, and will consist of a minimum of five (5) policy and program people from the Partner member authorities. The purpose of this working group is to review requests and make decisions regarding access to the Youth Health Survey provincial data repository housed at CCMB.

Updates of the number and types of requests received by DARP will be presented to the PPHL Coordinating Committee by the chair.

##### **Terms of Reference:**

The DARP will actively:

- Review requests to access Youth Health Survey (YHS) data housed in the YHS database at CCMB.
- Decide whether these applications should be approved, not approved or conditionally approved.
- Provide other advice as determined by the PPHL Coordinating committee.
- Establish linkages with other PPHL organizations that could assist in the YHS data request review process.
- Develop and periodically review DARP process.