

# Data Requests by Project

Grantees are required to submit the following data in order to receive the final grant installment.

## A. Health Office Asthma Data:

* Attendance sheets from data development meetings with date of meeting, names of attendees, and job titles
* Description of any protocols developed to identify students with asthma (e.g., use of health intake forms)
* Examples of reports created in the health office data management system

## B. Environmental Policy:

* Attendance sheets from policy review or development meetings with date of meeting, names of attendees and job titles
* Description of policies supportive of asthma friendly schools. (if these new policies replace older policies, please explain the differences between the new and old policies.

## C. Partnerships & Building Awareness:

* Attendance sheets from planning meetings with date of meeting, names of attendees, and job titles
* Sign-in sheet for attendees at any event held
* Copies of all materials designed and distributed at the event(s). Please estimate number of materials distributed and description of population who received materials (e.g., parents, teachers, community members, etc.)

## D. Provide Asthma & Self-Management Education:

* Dated attendance sheets for each educational session (templates will be provided by MDH to ensure information is gathered following privacy protocols)
  + Demographics of attendees at each educational session (age, race/ethnicity)
  + Whether attendee has a primary care doctor (y/n/unsure)
  + If referral is made to a primary care provider as a result of the educational programming (y/n)
  + Level of control of asthma using the Asthma Control Test at commencement of educational sessions (well controlled/not well controlled/very poorly controlled)
  + Whether attendee uses a long-term control asthma medication regularly at commencement of educational sessions; this includes an inhaled corticosteroid (ICS) or ICS/LABA combination (e.g. Advair, Dulera, Symbicort, Airduo Respiclick etc.) or oral leukotriene inhibitor (e.g. Singular, montelukast, Zafirulukast, Accolate, Zyflo)
  + If attendee has improved level of control after 1 month or more from commencement of educational sessions using the Asthma Control Test at commencement of educational sessions (well controlled/not well controlled/very poorly controlled)
  + If attendee has better adherence to long-term control medication after 1 month or more from commencement of educational sessions; this includes an inhaled corticosteroid (ICS) or ICS/LABA combination (ex. Advair, Dulera, Symbicort, Airduo Respiclick etc.) or oral leukotriene inhibitor (ex. Singular, montelukast, Zafirulukast, Accolate, Zyflo)
* Any scored pre/post-tests that were used to determine skill or knowledge measurement (optional)
* Documentation of return demonstrations of medication device technique (including date of demonstration)

## E. Linking Schools & Health Care Providers:

* Attendance sheets from planning meetings with date of meeting, names of attendees, and job titles and clinic or health system they work for.
* Copies of all policies and processes developed or designed as a result of these meetings.
* Number of referrals made as a result of the processes (if known)
* Description of any formal processes put in place to link schools and health care providers

## F. Health Office Staff & School Personnel Training:

* Dated attendance sheets for each educational session including name (names must be legible), school they serve, role (e.g., RN, LSN, administrative assistant, teacher)
* Copies of all materials designed and distributed at the training(s)
* Any scored pre/post-tests that were used to determine skill or knowledge measurement (optional)

## G. Build Your Own Asthma Project:

* Required data points and documents will be identified in collaboration with the MDH Asthma Program Evaluator

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To obtain this information in a different format, call: 651-201-5909