



State Public Health Autism Resource Center (SPHARC) State Grantee Peer-to-Peer Exchange Activity Description and Participation Form

Overview of Program

The SPHARC Peer-to-Peer Exchange was designed as learning mechanism for State Autism Spectrum Grantees to learn from one other about; building systems of care for children and youth with autism spectrum disorders (ASD) and other Developmental Disabilities. Grantees are afforded the opportunity to share lessons learned, exchange best practices, and develop action steps. The Peer-to-Peer grouping of state grantees fosters additional opportunities for ASD/DD grantees to share ideas and obtain technical assistance through conference calls and an on-site meeting. In essence, the Peer to Peer program provides a “hands-on” the chance for participating grantees to discuss issues face-to-face which provides a more in-depth learning experience than the bi-monthly technical assistance calls provided by SPHARC.

Peer Exchange: Screening and Beyond: Improving Systems for Developmental Screening and Early Identification

Date: August 5, 2014

The August SPHARC Peer-to Peer will be take place in Maryland and will be hosted by the Maryland State Autism Grantee team. The Peer-to-Peer is designed to develop skills and build the capacity of State Autism Grantees to be prepared to address emerging MCH issues as they apply to Children and Youth with Special Health Care Needs. One of the technical assistance areas identified by current grantees is improving screening and early identification. This Peer-to-Peer will facilitate information sharing and learning amongst ASD/DD grantees. The day-long exchange will consist of states sharing a program or strategy around screening and receiving real-time feedback and resources to help address a need and/or improve a program. The day will culminate in a “Ring of Knowledge” activity, where each participant will walk away with lessons learned, resources and contacts to apply to and work in their state.

Outcomes

Desired outcomes from the activity include the following: 1) sharing and identifying lessons learned , 2) developing action steps and resources for exchange states to apply in their work, 3) participating in an evaluation (developed by AMCHP with input from participating states), and 4) identifying further areas of technical assistance, if necessary.

Peer Leaders and Exchange States

Peer Leaders will serve as the lead on initial calls and planning, and will host an onsite meeting. Peer Leaders were chosen for their willingness to take a lead role on a particular issue because of current related work they are conducting on the issue. They are not necessarily promoting their approach, but rather sharing advice and lessons learned and facilitating dialogue. In fact, states serving as peer leaders may learn as much as the exchange states.

In order to assist Peer Leaders, AMCHP will provide staff support as needed for activities like arranging conference calls, taking notes, identifying additional resources and speakers, and arranging logistics for the onsite meeting.

Exchange States

The Exchange states will apply to participate in a Peer-to-Peer Exchange led by Peer Leaders. The Exchange state positions are open to all current grantees. States can submit the names of one or more people to participate, as long as one person is designated the lead contact. AMCHP/SPHARC expects to host 4-5 for this Peer-to-Peer program. The overall size and number of states selected for the Peer-to-

Peer Exchange will depend on the number of states that express interest in participating. Exchange states are expected to participate actively in the meeting and share resources as appropriate.

Funding

Funds are currently available for the following:

1. Conference calls/webinars
2. Onsite meeting expenses (e.g. room rental, A/V, supplies, etc.)
3. Travel for up to four members of a state team for a one-day meeting (depending on the number of applicants)

Eligibility: All current HRSA State Autism Planning and Implementation Grantees are eligible to apply.

2014 Peer-to-Peer Timeline

- **June 2, 2014:** Peer to Peer Exchange Activity Description released
- **June 2, 2014:** Participation Form shared with state grantees
- **June 13, 2014:** Email of interest due from participation States.
- **June 26, 2014:** Participation forms **DUE**.
- **June 30, 2014:** States selected/participants notified
- **July 16, 2014:** 1:00-2:30pm (ET) Peer-to-Peer overview call (part of the scheduled SPHARC bi-monthly TA call)
- **August 5, 2014:** On-site meeting in Maryland.
- **September 2014:** Sharing of outcomes/lessons learned via SPHARC bi-monthly technical assistance call for all grantee states

GENERAL EXPECTATIONS FOR PEER LEADERS, EXCHANGE STATES AND AMCHP

Expectations for Peer Leaders*

- Designate team leader who will help facilitate calls and serve as point of contact for AMCHP and Exchange states.
- Ensure that team leader can participate in an orientation call for all Peer Leaders.
- Lead initial call with participating states.
- Work with AMCHP to address participating states' needs/questions as identified on orientation call. (Note: AMCHP can assist in identifying additional speakers/resources as necessary).
- Work with AMCHP staff to arrange conference calls/webinars and on-site meeting logistics, and develop agendas.
- Participate in program evaluation.

**AMCHP can provide staff support as requested*

Expectations for Exchange States

- Designate Exchange state lead contact.
- Actively participate on all conference calls.
- Actively participate in the development of action steps for Exchange states.
- Communicate with AMCHP and Peer Leaders on a regular basis.
- Participate in program evaluation.

Expectations for AMCHP

- Provide staff support as requested, including taking notes, identifying resources and speakers, and organizing logistics for on-site meeting.
- Help states facilitate webinars (through AMCHP webinar capabilities).
- Provide ongoing guidance as needed including assistance developing agendas and/or facilitating calls.
- Help states identify lessons learned.
- Organize evaluation of the Peer-to-Peer Exchange program.

PEER-TO-PEER EXCHANGE STATE PARTICIPATION FORM

1) Designated Contact (include full name, position, e-mail, phone and mailing address)

2) Additional Members of Team (include full name, position, e-mail and phone)

3) What is your state currently doing around screening? Answer in the following 3 areas:

- Please briefly identify a current strategy that you and/or your partners are using within your states to develop or improve developmental screening and early identification systems.
- Please indicate a current issue around screening with which you have had success.
- Please indicate a current issue around screening with which you have struggled and why.

4) Please briefly describe in two-to-three sentences any specific questions or issues from your state you hope will be addressed from participation in the Peer-to-Peer Exchange.

Commitment: If selected, my state team will agree to:

- ⇒ Designate lead contact.
- ⇒ Actively participate on conference calls.
- ⇒ Actively participate in the onsite meeting.
- ⇒ Communicate with AMCHP on a regular basis throughout the program period.
- ⇒ Participate in program evaluation.

Special note for 2014 Peer-to-Peer Exchange: Given the timing of this Exchange and the 2014 Summer Grantee Meeting, it is expected that the state teams travelling to participate in this Peer-to-Peer Exchange will also be staying for the grantee meeting, which will be held in or near the same location immediately following the Peer-to-Peer onsite meeting.

_____ I have read the application and understand the requirements for participation.

Please complete and return this form to Kate Taft at ктаft@amchp.org by COB, June 26, 2014.