

## **Asthma-Friendly Schools Initiative School Asthma Needs Assessment Details**

### **I. Purpose**

The Asthma-Friendly Schools Initiative will help the Cleveland Municipal School District (CMSD):

- a. Identify the strengths and weaknesses of school asthma-related policies, procedures, and programs;
- b. Develop an action plan for improving asthma education and management.

The overall goal is to develop and implement a comprehensive asthma management plan (CAMP) for the CMSD. In 2004, the CAMP will be developed and in 2005, pieces of the CAMP will be implemented. Funding is provided by the American Lung Association and Kaiser Permanente to the Greater Cleveland Asthma Coalition. The Coalition will look for and secure additional funds to implement the CAMP in 2005.

### **II. Population**

- a. Cleveland Municipal School District, beginning in The Cleveland EcoVillage
- b. Schools to Approach:
  1. Barbara Booker Montessori Center Elementary (preK-8), definitely in EcoVillage (EV)
  2. Joseph M. Gallagher (Magnet Schools), (6-8, will be K-8 in 2005), probably in EV
  3. Waverly Elementary (K-5), majority of elementary go here
  4. Watterson-Lake Elementary (K-5), some elementary may go here
  5. John Marshall High (9-12), some high school go here
  6. Lincoln-West High (9-12), majority high school go here
  7. Max S. Hayes Vocational High (9-12), some may go, draws from all of Cleveland
  8. Urban Community School, private (preK-8), moving to just outside EV, new building
  9. Metro Catholic Parish School? (preK-8), definitely in EV
  10. Our Lady of Mt. Carmel (preK-8), definitely outside EV, but some may go here
- c. Needs Assessment to be completed by (see sample letter):
  1. Principals
  2. Nurses
  3. Physical Education Teachers
  4. Building Maintenance Staff?
  5. Classroom Teachers?
  6. Others?
    - Need enough returned surveys for a legitimate, representative sample size

### **III. Needs Assessment Instrument**

- a. Refer to attached School Asthma Needs Assessment form.
- b. This form was modified from: The American Lung Association and National Heart, Lung and Blood Institute's *How Asthma-Friendly Is Your School?*; and Oregon's *Asthma-Friendly Schools Needs Assessment* based upon the Centers for Disease Control and Prevention's *Strategies for Addressing Asthma Within a Coordinated School Health Program*.
- c. Simple nine-question survey that should take less than 10 minutes to complete.

**IV. Methods**

- a. Needs Assessment can be:
  1. Delivered to schools and completed in person – any upcoming staff meetings?
  2. Faxed
  3. Mailed – Coalition can pay for postage
  4. Completed over the phone
  5. Emailed
- b. Must code forms for particular schools and individual categories (principal, nurse, etc.) since strengths and weaknesses may vary from school to school and individual to individual
  1. Schools can be numbered beginning with 1
  2. Individual categories can be lettered beginning with A
    - Principal = A; Nurse = B etc.
    - Refer to needs assessment form, pg. 2, right bottom corner
- c. Form includes an *optional* completed by section: Name, title, and school
- d. The Coalition can provide incentives for completing the needs assessment (~\$2,800)
  1. Goals: To receive as many surveys back as possible  
To thank people for their time
  2. What kind of incentives are permitted:
    - Money to individuals?
    - Money to schools?
    - Gift certificates to individuals: Grocery, Office Max, movies, restaurant etc.?
    - Gift certificates to schools
- e. System to follow-up with non-respondents
  1. Phone call, in person visit?

**V. Data Analysis**

- a. Identify strengths, weaknesses, and priorities
- b. Select a priority strategy
  1. Use Oregon's *Priority Setting Worksheet*
    - 5 point scale to rank each Strategy for Addressing Asthma by 3 dimensions: Satisfaction, Importance, and Responsiveness to Change
    - 5 = Greatest dissatisfaction with results, worst problem
    - 1 = Very satisfied, not a problem
    - 5 = Very important, need immediate attention
    - 1 = Not important, not essential to effective asthma management
    - 5 = Most amendable to change, within power of school
    - 1 = Not amendable to change, outside the scope of influence of school

**VI. Results and Recommendations**

- a. Use the prioritized results from the needs assessment to develop the CAMP
- b. Share the results with the schools and seek feedback
- c. Develop a plan to implement the CAMP in 2005
- d. Secure funding for implementation in 2005