SC Public Health Preparedness Student Corps (SCPHPSC)
Clemson University Work Plan

Outcome* = Completed (C) or Edited (E) to … (summarize edited re: new date or activity, etc.)

Year #3: July 1, 2023 – June 30, 2024

Project Goal: …to increase access to an interdisciplinary, sustainable pipeline of culturally competent students suitable for emergency and public health response within local, state, and global communities. (abbreviated)

Objective 1. Engage 50 program participants (i.e., student nurses) (sophomore-senior level) in at least 20 hours of evidence-based training modules (computer assisted instruction), beyond baccalaureate degree requirements, to include **a)** emergency response/preparedness (*13.42 hrs.)* and **b)** health equity related factors: **1)** behavioral health self-care (*20 min.*), **2)** human caring (*20 min.*), **3)** program management (*20 min.)*, **4)** social determinants of health (*20 min.*), 5) care of marginalized populations (*20 min.*), and **6)** global/transcultural health (*20 min.*) by 06.15.24

Activities	Time frame	Outcome*	Responsible Person(s)
1. Confirm participant eligibility criteria, as needed for dissemination, for target group: CU School of Nursing and Public Health Sciences students	by 08.31.23	C	JL, JS, KC
2. Design project recruitment flyer for dissemination to all potential student enrollees. **Result:** Online application was substituted.	by 08.31.23	C	JL, JS, KC,
3. Finalize selection of **year #3** participant cohort (N=50). 20 additional participants (13 PHS; 7 NUR) enrolled February/March 2024; Updated cohort N=70	by ~~09.31.23~~ 3.4.24	C	JL, JS, KC
4. Edit project evidence-based, computer-assisted-instruction (CAI) training modules, as needed (See Objective #1: a, b, c, d, e, f). **Result**: No edits required-6 Hlth. Eq. Mod.	by 09.15.23	C	KJ, ST

Objective 2. Engage all program participants in successful completion of **a)** Federal Emergency Management Agency (FEMA) IS 100.c Introduction to the Incident Command System *(2 hrs.)* and IS 700.b Introduction to the National Incident Management System *(3.5 hrs.)* and **b)** contact tracing certification training including the natural history of SARS-Cov-2 via self-paced online modules (*7 hrs.*) by 06.15.24

1. Confirm all participants' successful completion of all *annual* training modules	by ~~06.15.24~~ 04.30.24	E	JL, JS, KC

Objective 3. Engage all program participants in successful completion of mandatory training/activities (*2.5 hrs.*), of the SC Upstate Public Health Reserve Corps (PHRC), required for deployment: **1)** Better Impact registration (including background check consent) and PHRC orientation, **2)** DHEC's Role in Emergency Operations (*19 mins.*), **3)** OSHA 1 Blood Borne Pathogens (*30 mins.*), **4)** OSHA 2 Hazard Communication Standard (*7 mins.*), and **5)** OSHA 5 Agency Employee Safety Section 5: General Occupational Safety (*13 mins.*) by 06.15.24

1. Confirm all participants' successful completion of all *one-time* training modules	by ~~06.15.24~~ 04.30.24	E	JL, AF

Objective 4. Engage all program participants in at least 10 hrs. of workforce development immersion (i.e., concentrated clinical) activities designed to increase practical knowledge toward delivery of culturally competent care that fosters health equity for all populations (especially the rural and medically underserved) to include the following by 06.15.24: **a)** Reflection on the leadership implications of one bi-annual meeting of the Appalachian American Alliance of Nurse Practitioners (AAANP) (*5 hrs.*), **b)** one quarterly meeting of the CU Center for Research on Health Disparities (CRHD) Advisory Board (*2 hrs.*), and **c)** STOP THE BLEED® skills training.

1. Confirm all participants' successful completion of all *one-time* immersion activities--live and/or virtual with reflection input: "W*hat comes to mind in relation to what you learned from this module and how best to foster health equity for medically underserve populations?"*	by ~~06.15.24~~ 04.30.24	E	AF, JS, KC

Objective 5. Coordinate disbursement of one fellowship stipend of $2000 (to include travel to community events), per student, *ONLY* after completion of all required project activities by 06.15.24			
1. Engage with CU College of Behavioral, Social, and Health Sciences Business Office to disseminate stipend disbursement by TigerPay mechanism. **Result:** JL submits completers' names monthly.	by 09.30.23	C	JL, AF
Objective 6. Develop a sustained, password protected, project website/online space to facilitate communication among all SC student participants, partners, and administrators and to promote public awareness of project by 09.30.23			
1. Confirm required functionality of website to conform to website "best practices"	by 09.30.23	C	BC, AF
2. Orient all participants (and subrecipient teams to project website/space functionality	by 09.30.23	C	BC
Objective 7. Convene one conference (5 hrs.) to target all (**year #3 cohort**) SC participants (including subrecipients and stakeholders) to highlight recognition of participants and project outcomes and future implications by 04.30.24			
1. Solicit recommendations for conference agenda/format/speaker(s)/geographic location/date from project Advisory Board and subrecipient teams	by ~~10.30.23~~ 02.28.24	C	JL, AF
3. Confirm conference agenda	by ~~01.15.24~~ 3.6.24	E	JL, AF
4. Schedule venue to accommodate conference	by 01.15.24	C	JL, AF
5. Order all conference supplies (i.e., Certificates of Completion, SCPHPSC Journals and Pens, etc.). **Result:** DP-Journals, pens, tote bags completed. AF working on Certificates of Completion and lanyards/name badges	by ~~01.30.24~~ 03.29.24	E	JL, AF
6. Convene conference to include at least one evaluation component consistent with Project Evaluation Plan	by 04.30.24		JL, KV, ST, BC, AF, JS, KC
Objective 8. Convene (using video conferencing) two project Advisory Board meetings aimed to analyze project processes that foster performance improvement by 05.30.24			
1. Assess/confirm schedule (date/time) for #1 project Advisory Board meeting to be convened fall 2023 and spring 2024. **Result**: Fall '23 completed 12.4.23; Spring '24 pending	by ~~11.30.23~~ 5.30.24	E	ST, AF
3. Confirm agenda for fall 2023 and spring 2024 Advisory Board meeting to include plan-do-study-act process toward performance improvement. **Result**: Fall '23 completed 12.4.23; Spring '24 pending	by ~~11.30.23~~ 5.30.24	E	ST, AF
4. Convene fall 2023 and spring 2024 Advisory Board meetings as scheduled. **Result:** Fall '23 completed 12.4.23; Spring '24 pending	by 05.30.24	E	ST, AF
Objective 9. Develop a public health/emergency management awareness "campaign" video that highlights college students as disaster and emergency responders by 11.30.23			
1. Engage professional video producer (Check Mark Productions / markandallberry@gmail.com) to lead planning and development of video	by 07.30.24	C	ST
2. Solicit recommendations, from project Advisory Board/ subrecipient representatives, for needed updates to video campaign	by 01.31.24	C	ST
Objective 10. Implement the Project Evaluation Plan that includes qualitative/quantitative processes and outcome measures toward generation of an evaluation report by 06.30.24.			
1. Notify all project teams of qualitative (e.g., open ended question, interview, focus group) and quantitative (e.g., questionnaire, survey) measures to be analyzed. **Outcome:** KV met/prepped teams: 09.21.2023 and 09.27.2023	by 11.30.23	C	KV, ST

Objective 11. Ensure adherence to CU Grants & Contracts Administration (GCA) guidelines and project objectives in relation to all subrecipients daily (07.1.23 – 6.30.24)			
1. Review award guidelines with internal and external project team members (i.e., subrecipients) toward 100% adherence: Subrecipient submission of all applicable information, monitor technical progress, review, and approve invoices (billings to be consistent with technical/progress reports and deliverables), assist in resolution of any invoice issues, determine frequency and scope of performance monitoring, notify GCA of any performance issues, obtain performance deliverables). **Result:** Periodic invoices approved by Proj. Dir. and CU Grants Adm. (KS)	monthly (07.01.23 -- 06.30.24)	C	ST
2. Review all subrecipients' project Work Plan toward maximal clarity and complement with project goal/objectives. **Result:** Pre 6.16.2023 Award agreement completed	by 06.30.23	C	ST
Objective 12. Meet 100% of all grantee reporting requirements by 06.30.24			
2. Respond to all project reporting requirements (i.e., Quarterly Funder Report) as required. **Result:** All due QFRs accepted by SC DHEC.	by 09.30.23 12.30.23 03.30.24 06.30.24	C	ST
Objective 13. Continue implementation of project Sustainability Plan by 07.01.23			
1. Engage the CU Development office (via School of Nursing Director) to promote the project to potential funders. **Result:** F/U with SON Dir. (per protocol) 5.15.23 and 2.22.24	by 08.30.23	C	ST
2. Submit at least one grant proposal to potential funders toward continuation funding. Result: MUSC led LOI to NOAA 8.22.23	by 10.30.23	C	ST, KV, JL, JS, KC
3. Disseminate project outcomes in print (e.g., Project Evaluation Report), oral (e.g., professional meetings), and virtual (project website) mediums, among internal (i.e., CU) and external stakeholders (e.g., SC Department of Environmental Control, SC Health Sciences Academic Programs) toward garnering continuation funding. **Result:** Poster presentations:2023 (Nat. Stu. Nurses Assoc., Preparedness Summit, APHA Ann. Conf.); 2024 (Preparedness Summit) and article publication in SCPHA Newsletter. Website launch: 09.11.23	by 09.30.23	C	ST, KV, JL, JS, KC
Responsible Persons Key: AF=Adair Floyd/Program Coordinator-SON, BC=Ben Card/IT Consultant-SON, JL=Janice Lanham/Senior Lecturer-SON, JS-Julia Sherry/Lecturer-CU Public Health Sciences (PHS), KC=Kathleen Cartmell/Associate Professor-PHS, KV=Kathleen Valentine/Professor-SON, ST=Shirley Timmons: Professor-SON			