Membership

Mark all fields required except Leadership Role and Job Title

Create — Title as "Create Membership Record"

Quarter/Year

Q1 — Delete, as per CPRD. Quarter/Year will be assumed from Start/End Date.

Agency — Requires autocomplete.

Sector

Social Services — Add a null entry as option one and set as default to ensure that field is not skipped, and to prevent unintentional selection of the first real entry.

Last Name

First Name — Re-order form to be First Name, Last Name, Agency, Sector.

Job Title

Level of Engagement

Network Meetings Only — Add a null entry as option one and set as default to ensure that field is not skipped, and to prevent unintentional selection of the first real entry.

Subcommittee — Change to drop-down as per list from CPRD. Relabel "Committee"

Leadership Role — Relabel "Leadership Role in AOK"

Start Date — Provide calendar widget for easier date selection. Templatize date formatting (e.g. placeholder text for "MM/DD/YYYY").

End Date — Add "Current Member" with a checkbox before text field; text field should be disabled if checkbox is checked. Provide calendar widget for easier date selection. Templatize date formatting (e.g. placeholder text for "MM/DD/YYYY").

Create — Upon submission, either show confirmation screen OR highlight newly added row on data screen.

AOK Meetings

Mark all fields required except Member Attendance and the four documentation upload fields.
Provide larger text entry area for Primary Focus/Purpose.

Create — Title as "Create AOK Meeting Record"

Quarter/Year
[Q1] [ ] — Delete, as per CPRD. Quarter/Year will be assumed from Meeting Date.

Meeting Date
[ ] — Provide calendar widget for easier date selection. Templatize date formatting (e.g. placeholder text for "MM/DD/YYYY").

SIGAN
[1.1.1] — Allow selection of up to two additional SIGANs by clicking a "+" button below/after the first SIGAN. Once selected, show a summary/the title of the selected SIGAN for ease of recall.

Meeting Type
[Network] — Add a null entry as option one and set as default to ensure that field is not skipped, and to prevent unintentional selection of the first real entry.

Primary Focus/Purpose
[ ]

Attendance Count
[ ] — CPRD is currently considering whether to make this a structured field (e.g. via drop-down).

Meeting Agenda
[Choose File] No file chosen — Add additional field for linking AOK Network members to meetings via autocomplete-based selection. New field should come immediately after Attendance Count, be labeled 'Member Attendance', and be optional.

Attendance Sheet
[Choose File] No file chosen

Meeting Minutes
[Choose File] No file chosen — Add additional freeform field for "How would you characterize the quality of the meeting?

Other Document
[Choose File] No file chosen

[Create] — Upon submission, either show confirmation screen OR highlight newly added row on data screen.

Community Collaboration Meetings

Mark all fields required. Provide larger text entry area for Major Focus/Event/Goal and AOK Role/Contribution.

Create

Quarter/Year

[Q1 ⇕] [_____]

Meeting Date

[_____]

Sponsoring Organization

[_____]

Major Focus/Event/Goal

[_____]

AOK Representative Name

[_____]

AOK Representative Affiliation

[Social Services ⇕]

AOK Role / Contribution

[_____]

Completion Date of Tasks/Event/Goal, Ongoing

[_____]

[Create]

Title as "Create Community Collaboration Meeting Record"

Delete, as per CPRD. Quarter/Year will be assumed from Meeting Date.

Provide calendar widget for easier date selection. Templatize date formatting (e.g. placeholder text for "MM/DD/YYYY").

Optionally autocomplete into Agency names (from Membership records), but allow non-canonical entries.

Optionally autocomplete into Member names, but allow non-canonical entries. Label field "Primary AOK Representative's Name"

If Member Name is selected via autocomplete, auto-fill this field with Sector data from Member record. Label field 'Primary AOK Representative's Sector'

Add a null entry as option one and set as default to ensure that field is not skipped, and to prevent unintentional selection of the first real entry.
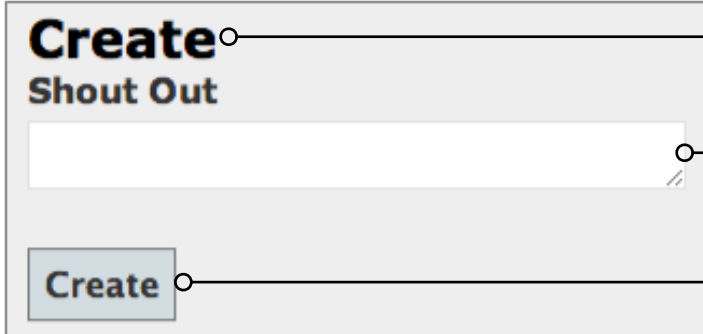
CPRD wants to make this a strutted field (drop-down). CPRD to provide list of options.

Add "Ongoing" with a checkbox before text field; text field should be disabled if checkbox is checked. Remove "Ongoing" from field label. Provide calendar widget for easier date selection. Templatize date formatting (e.g. placeholder text for "MM/DD/YYYY")

Upon submission, either show confirmation screen OR highlight newly added row on data screen.

Network Member Connections / Shout-outs

Mark field required. Provide larger text entry area.

Create
Shout Out

Title as "Create Network Member Connection / Shout-Out"

On submission, record submission date & time, submitter's name, agency, and sector. Label field "Shout-Out Details"

Create

Upon submission, either show confirmation screen OR highlight newly added row on data screen.

Network & System Capacity Development

Form/section title should be "Network Capacity & Systems Impact" as per CPRD.

Mark all fields required except Number Participated and Commitee. For all drop lists, add a null entry as option one and set as default to ensure that field is not skipped, and to prevent unintentional selection of the first real entry.

Create

Title as "Create Network Capacity & Systems Impact Record"

Quarter/Year

`Q1 ▾` `[          ]`

Delete, as per CPRD. Quarter/Year will be assumed from Date.

SIGAN

`1.1.1 ▾`

Add additional freeform field for "Approach Title"

Date

`[          ]`

Once selected, show a summary/the title of the selected SIGAN for ease of recall.

Provide calendar widget for easier date selection. Templatize date formatting (e.g. placeholder text for "MM/DD/YYYY").

Primary Focus

`Network Capacity ▾` >>

Focus Subset 1 - Network Capacity

`Membership and Engagement ▾`

Move this field in-line with the Primary Focus initial drop down.

Primary Organizing Entity

`AOK Network ▾`

Adjust options to be "AOK Network" and "Non-AOK" with followup (optional) "Which one?" question.

Target Population

`Children ▾`

Add additional field for "Primary Organizing Committee with a drop-list of Committees from the Membership form.

Number Participated

`[          ]`

AOK Contract Expectation

`Multi-sector Network Rep ▾`

Label as "AOK Contract Expectation?" with options of Yes and No. If yes, display these options as a secondary selection.

Systems Impact

`Access ▾`

Status of Approach

`Not Started ▾`

Barriers to SIGAN Completion

☐ Change in project staffing
☐ Loss of community interest and involvement
☐ Lack of sector representation

☐ Lack of knowledge or skill development
☐ Turnover in network membership
☐ Lack of financial resources

☐ Lack of will to work collaboratively
☐ Too large an area to cover
☐ Other

Assessment of Successful Completion

`None ▾`

Documentation Upload

`Choose File` No file chosen

`Create`

Upon submission, either show confirmation screen OR highlight newly added row on data screen.

Implementation Challenges

Mark all fields required. Provide larger text entry area for all freeform fields.

Create

Title as "Create Implementation Challenges Record"

SIGAN

1.1.1

Once selected, show a summary/the title of the selected SIGAN for ease of recall.

Desired Outcome

Add a null entry as option one and set as default to ensure that field is not skipped, and to prevent unintentional selection of the first real entry.

Method

Surveys

Data Sources

Analysis Process

CPRD is considering whether to make any of these fields into structured fields (e.g. via drop-down).

Key Findings or Results

Implications for Continuous Quality Improvement

Create

Upon submission, either show confirmation screen OR highlight newly added row on data screen.